

CAREER OPPORTUNITY

Job Title: Information Technologist
Location: Peoria, IL
Date: April 2023

About IPOPIF

The Illinois Police Officers' Pension Investment Fund ("IPOPIF") was created by the Illinois Legislature and signed into law by Illinois Governor JB Pritzker on December 18, 2019. The law, Public Act 101-0610, provided for the mandatory consolidation of the investment assets of the state's public safety pension funds into two investment funds – one of which is for police. The consolidation of the investment assets of the 357 involved downstate and suburban police pension plans into one statewide investment asset pool will create a single trust fund with an estimated \$10.5 billion in assets.

IPOPIF is seeking outstanding applicants for the position of Information Technologist. Under the direction of the Executive Director, an Information Technologist is a generalist position that performs a variety of professional technical duties pertaining to the analysis, development, maintenance, and administration of computer hardware and software systems to meet business needs.

Essential job duties:

- a. Analyzes, develops, maintains, and administers information systems.
- b. Develop and maintain network structure, configuration, processes, and technology needs.
- c. Manage all current and hardware and software systems.
- d. Research additional technologies for performance and cost and provide recommendations to the Executive Director.
- e. Provide day-to-day IT support to team members by trouble-shooting hardware and software issues.
- f. Set-up audio/visual equipment for meetings including microphones, speakers, and recordings.
- g. Create data back-up plans for disaster recovery.
- h. Onboard new hires into systems and conduct IT orientation.
- i. Assist Executive Director in preparing annual IT budget.
- j. Special projects as assigned.

Position Qualifications:

- a. Bachelor's degree in information technology, computer science, information science or related field
- b. 5+ years of experience in information technology management
- c. Experience working in professional services or public pension industry.
- d. Comprehensive knowledge of computer systems, security, network and systems administration, databases and data storage systems, and phone systems
- e. Thorough understanding of IT infrastructure and best practices
- f. Strong problem-solving and project-management skills
- g. Any combination of education, training and/or experience that could likely provide the desired knowledge and abilities.

Application Instructions: To apply for this opening, please submit your resume and cover letter to Megan Holford at mholford@lauterbachamen.com with the subject line IPOPIF Information Technologist position.

EOE**M/F/D/V**