



Accepting applications for:

### **Application Specialist**

Information Technology Services Division / Finance Department

**Application deadline: Friday, July 25, 2025**

Visit [www.icgov.org/jobs](http://www.icgov.org/jobs) to apply online

Permanent full-time position available

Wage: \$72,966.40 – \$103,355.20 (starting wage contingent upon experience)

Hours: Monday – Friday, 8:00am – 5:00pm

#### **Job summary:**

Maintains and coordinates integral City applications designed to support internal and/or external users. Ensures availability, reliability and optimal performance. Plans, communicates and analyzes software status with management as well as end users. Provides technical assistance and training to system users and coordinates City-wide training. Coordinates internal customer issues, application errors, application upgrades, enhancement requests and new module implementation.

#### **Minimum Education, Experience, Certification/Licensure, Other:**

Bachelor's degree from an accredited educational institution; or four years of related experience and/or equivalent combination of education and experience. Degree in Computer Science, Information Systems or a related field. Laserfiche Gold Certification during first six months of hire. Must pass criminal background check.

#### **Preferred Education, Experience, Certification/Licensure, Other:**

Bachelor's degree from an accredited educational institution and one year of related experience; or five years of related experience and/or equivalent combination of education and experience. Experience in data processing, reporting and management, and use of Laserfiche and modules.

#### **More information:**

A full job description including a listing of essential duties and responsibilities and necessary knowledge, skills and abilities is available at [www.icgov.org/jobs](http://www.icgov.org/jobs) under Job Descriptions.

The City of Iowa City is an eligible employer under Public Service Loan Forgiveness Program. Please visit the PSLF website for more information: <https://studentaid.gov/manage-loans/forgiveness-cancellation/public-service#qualifying-repayment-plans>.

**It is the policy of the City of Iowa City to afford equal employment opportunities for all employees and potential City employees.**

Date posted: July 9, 2025

