Email completed skills form, along with your most recent resume to jobs@iodatasphere.com

Please include 10162MI Skills Form and your name on the subject line.

Application Support Specialist

# *Client: OAK*

# *Job Location: Rochester Hills, MI*

# *Start Date: October 6th, 2025*

# *Posting ID: 471*

# *Interview: Webcam*

***Contract Length:*** *1 year*

Our client, Oakland County (OAK), is looking for an Application Support Specialist to provide end user PC and software support and troubleshooting for Court staff and the public.

**Tasks**

* Respond to and resolve technological issues for court staff (including judges and judicial staff).
* Ability to learn the MiFILE application, and other Court specific line of business technologies including audio visual/recording equipment, with the aim of supporting business users and the public in their day-to-day use of systems.
* Interface with County IT team on incidents and problems that need higher level technical support. The Courts operate as an on-premise environment.

*Environment: Adobe Acrobat, Microsoft Visio, Microsoft Office Suite, SharePoint, and others.*

***NOTE: Position will be on-site 5 days a week at the District Court in Rochester Hills, as the primary function of the role is to support District Courts staff while Court is in session.***

***Complete the skills table below to be considered for submittal.
Skills listed below must be clearly stated in your resume.***

|  |  |
| --- | --- |
| ***Skills and Knowledge Required******(Requested years of experience)*** | ***Years of experience******(XX yrs)*** |
| **Required / Must Have** |
| Experience providing end user PC and software support and troubleshooting3-5 years | Select Years |
| Experience Interface with the IT team on incidents and problems that need higher level technical support3-5 years | Select Years |
| Experience with Audio Video broadcast/recording technology such as JAVS, BIS3-5 years | Select Years |
| Experience with hybrid meeting technology, such as Zoom, Courts MiFile solution3-5 years | Select Years |
| **Desired Skills / Nice to Have** |
| Experience with Adobe Acrobat | Select Years |
| Experience with Microsoft Visio, Microsoft Office Suite | Select Years |
| Experience with SharePoint, and others | Select Years |
| **Narrative Required**  |
| Describe how your work experience relates to this position. Write it in your own words. You can provide examples and project names. This is a good opportunity to show the client that you have the experience they are looking for. This is **required** for submittal. | Enter narrative here |

**Candidate Information**

Full Legal Name: Enter name here

Your Phone #: Enter phone here Your email address: Enter email address

Hourly Rate Desired (W2/C2C): Enter rate Date available: Enter availability here

W2 = Contract position. No benefits. You are paid for the hours you work only. Do you acknowledge? Select

Current Location (City & State): Enter location

How many total years of working experience in IT? Select Years

How many years working in the US? Select Years

Available for on-site interview in Rochester Hills, MI? Select Available for Webcam interview? Select

Position will be on-site 5 days a week at the District Court in Rochester Hills. Do you agree to this? Select

A background check that includes residence and work authorization for the United States is required by client. Will you consent to a background check prior to the contract start date?    Select

Do you agree to a past employment and education verification check? Select

Referred by:: IOD Website

Work Status (US Citizen, Green Card, etc.): Select work status

If applicable, Visa Expiration Date: Enter a date

**If you have a visa sponsor or work on Corp to Corp, provide the company information below. IO Datasphere can only work with the company that currently holds the candidate’s visa sponsorship.**

Employer Company: Enter company name Contact Name: Enter contact name

Contact Phone: Enter contact phone Contact Email: Enter contact email

**Professional References**

**Provide Two (2) Boss/Supervisor/Manager References in order of relevance for this position. (No co-workers other than boss, etc., no personal friends, relatives, or neighbors)**

**1. First Reference**

Reference Name: Enter reference name

Reference Company: Enter company name

Reference Phone: Enter reference phone

Reference E-Mail: Enter reference email

**2. Second Reference**

Reference Name: Enter reference name

Reference Company: Enter company name

Reference Phone: Enter reference phone

Reference E-Mail: Enter reference email

*Instructions*:

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