



Rental Sales Associate in CHICAGO Illinois United States

Successful Full Time Rental Sales Associates in this location have the opportunity to earn \$90,000 annually!

As a Rental Sales Associate , you will assist customers with their vehicle rental to ensure a positive customer experience, while also promoting our additional products and services. The ideal candidate for this position is energetic, motivated by money, has a passion for customer service and enjoys working in a fast-paced environment.

At Avis Budget Group , we know your success is our success. In your first weeks, we provide you the training to attain your sales goals and maximize your earning potential by using our proven sales techniques. Additionally, as you move forward in your career, we provide a number of educational opportunities that will develop your skills and prepare you for advancement

Compensation & Benefits:

We provide a flexible full-time schedule, hourly base pay PLUS an extremely lucrative commission/incentive/bonus plan. Full-time employees are eligible for comprehensive benefits that include Medical, Prescription Plans, Dental, Vision, Flexible Spending Accounts, Basic and Voluntary Life and AD&D and 401K Savings Plan.

Total Rewards: Corporate discounts on products you use most. Avis Budget Group offers many savings and discount programs for our employees such as the Neighborhood Discount Warehouse which provides deep discounts from hundreds of name brand merchants all on one site.

Basic Qualifications/Minimum Requirements:

Must have a high school diploma

At least 6 months of experience in a role where sales and/or customer service were key elements of your duties. Valid driver's license and a good driving record

Must be willing and able to work a flexible schedule including nights, weekends and holidays. Basic computer skills in order to enter information into our database In order to be considered for this outstanding opportunity, you must be sales driven, self-motivated, personable, dependable, and willing to work shifts that may include evenings, weekends, and holidays.

Avis Budget Group is an EEO Employer Minorities / Females / Protected Veterans / Disabled

Apply online at <http://avisbudgetgroup.jobs/chicago-il/rental-sales-associate/40EB5BE547544D78ADA9D79DF8668579/job/>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Turnback Coordinator in Chicago Illinois United States

Job Summary

Under general supervision, this position provides prompt and professional service in preparing vehicles for fleet entrance/exit. You will be responsible for ensuring that all vehicles have the correct documentation for file retention. You will conduct a weekly physical inventory of the fleet and ensure that the fleet is in good working order by conducting inspections of the vehicles and ensuring that basic preventative maintenance has been performed.

Essential Duties and Responsibilities

Removes dealer-related materials from all newly arrived fleet units.
Ensures proper plating, inspects vehicle condition, etc., and provides appropriate documents/information to the Fleet Clerk for file retention.
Places applicable company identification decals on vehicle.
Prepares retired vehicles for removal from fleet. Removes license plates and places turnback stickers on vehicles.
Inspects exiting vehicles for damage and notifies Damage Writers of any problem areas. Ensures oil changes and other standard maintenance has been completed.
Returns manufacturer's items (booklet, spare keys, etc.) to the vehicle

Performs a physical inventory of fleet vehicles weekly.
Assists in performing oil changes as necessary.
Qualifications may vary by level

Required Experience

High School diploma or GED

Required Knowledge, Skills and Abilities

Experience performing light mechanical duties such as oil changes.
A good driving record with a valid driver's license required.
Attention to detail and good oral communications skills required.

Travel Requirements: Minimal travel is required.

Avis Budget Group is an EEO Employer

Minorities / Females / Protected Veterans / Disabled

Apply online at <http://avisbudgetgroup.jobs/chicago-il/turnback-coordinator/04EEB272136740A998C81F8F72C23581/job/>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Agency Operator in NORTH CHICAGO Illinois United States

As an Agency Operator you will be responsible for:

Growth and success of an Avis Budget Group location

Staffing your location

Marketing your operation

Promoting world renowned Avis Budget Group "We Try Harder" values

Maintaining a business plan aimed at developing rent-a-car business in your local area

Daily operational costs

With our cars provided, you put yourself in the driver's seat to success.

After a paid training program, you will select your own employees and maintain a business plan aimed at developing rent-a-car business in your local area.

To help grow your operation, an experienced staff will guide you through training, goal setting, sales and marketing. As the operator of your business, there are no earning limitations.

Our most successful Agency Operators are people-oriented, aggressive, goal-oriented and understand the importance of great customer service.

The Agency Operator should possess:

Sales/Marketing experience

Business ownership experience

The ability to work independently

Outstanding Customer Service Skills

Car Rental/Travel experience preferred but not required.

This is an Independent Agency Operator opportunity, subject to the terms of that program, and it is not an employment relationship or a franchise.

Apply online at <http://avisbudgetgroup.jobs/north-chicago-il/agency-operator/F7791779B92D4C5B835237EC1B2B13DF/job/>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903

sign up for daily job leads www.lashawnford.com

email job leads to workforce@lashawnford.com

please feel free to forward job leads to others



Food service team member

job id 5035053

date posted 08/18/2015

location hillside, il – united states

Description:

Deliver a fast, fun and friendly Food Service experience.

Prepare a fresh, quality product every day.

Follow Food Safety standards and maintain a clean dining area.

Offer guests great-looking food presentation.

Maximize sales by producing the right menu items at the right time.

Partner with Food Team members to keep menu items stocked.

Rotate menu items as necessary for maximum freshness. Read and follow directions on labels, menus and recipes

Cross train and work in other areas of store as needed.

Quickly and accurately scan and bag all items and collect payment.

Target merchandise discount. Competitive pay. Flexible scheduling.

Qualifications:

Maximize sales by producing the right menu items at the right time. Partner with Food Team members to keep menu items stocked.

Rotate menu items as necessary for maximum freshness. Read and follow directions on labels, menus and recipes

Cross train and work in other areas of store as needed. Quickly and accurately scan and bag all items and collect payment.

Apply online at <https://jobs.target.com/job/hillside/food-service-team-member/1118/626886>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Sales floor team member

job id 5094048

date posted 08/27/2015

location chicago, il – united states

Description: Provide fast, fun and friendly service. | Maintain a clean, great-looking store. | Train new team members. | Deliver accurate product placement, pricing and labels. | Learn new technology. | Neatly arrange items on shelves. | Move merchandise using proper equipment and techniques. | Act quickly to resolve guest concerns. | Cross train and work in other areas of store as needed. | Quickly and accurately scan and bag all items and collect payment. | Target merchandise discount. | Competitive pay. | Flexible scheduling.

Qualifications: Learn new technology. | Neatly arrange items on shelves. | Move merchandise using proper equipment and techniques. | Act quickly to resolve guest concerns. | Cross train and work in other areas of store as needed. | Quickly and accurately scan and bag all items and collect payment. |

Apply online at <https://jobs.target.com/job/chicago/sales-floor-team-member/1118/677036>

Backroom team member

job id 4996645

date posted 08/18/2015

location schauburg, il – united states

Description: Keep merchandise organized and accessible. | Work as part of a fast, fun and friendly Backroom team. | Maintain a clean, great-looking store. | Quickly and accurately respond to merchandise requests. | Help drive sales by pulling merchandise quickly and accurately. | Place items on shelves and sales floor. | Lift 40 pounds repetitively and assist with heavy merchandise. Move merchandise safely using the proper equipment. | Use technology to read instructions and enter information. | Work independently. | Use excellent planning and organizational skills. | Target merchandise discount. | Competitive pay. | Flexible scheduling.

Qualifications: Help drive sales by pulling merchandise quickly and accurately. | Place items on shelves and sales floor. | Lift 40 pounds repetitively and assist with heavy merchandise. Move merchandise safely using the proper equipment. | Use technology to read instructions and enter information. | Work independently. | Use excellent planning and organizational skills. |

Apply online at <https://jobs.target.com/job/schaumburg/backroom-team-member/1118/635885>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903

sign up for daily job leads www.lashawnford.com

email job leads to workforce@lashawnford.com

please feel free to forward job leads to others



Special Project Assistant (H) Job ID: 2251

Closing Date: 10/13/2015

Administrative/Special Project Assistant (H)

Date Posted: 9/28/2015

Location: Central Administration - PLANNING & DEVELOPMENT

Anticipated Schedule: 25 hours per week working under the direct supervision of a Registered Architect

CHARACTERISTICS OF THE CLASS:

Under direct supervision, assists staff members in the research, development, implementation and promotion of Park District special projects. Performs a variety of entry level professional duties in addition to some clerical and administrative duties. Performs related duties as required.

EXAMPLES OF DUTIES: Provides research, writing and communication support on special projects. Performs research duties and field work related to Park District programs and their marketing. Collects and verifies information. Prepares or helps prepare written reports. Follows through with requests for information by compiling accurate data and preparing or providing responses. Summarizes internal departmental reports for general readership. Works with various departmental staff members to gather and convey information. As directed, attends task/project meetings as Park District representative. Helps park managers and supervisors with their marketing activities, consistent with overall Park District promotional and marketing strategies. Helps develop individual displays, publicity and promotional efforts. May maintain records and documentation required for program evaluation and accountability, including budget allocations, itemized costs and expenditures.

MINIMUM QUALIFICATIONS:

Training and Experience: Bachelor's degree in Architecture or related field, or an equivalent combination of education and experience. Experience with a community based agency or program is recommended.

Knowledge, Skills and Abilities: Knowledge of contemporary architecture practices. Knowledge of public policy principles and practices. Ability to research information and prepare clear written or oral reports. Ability to relate to field personnel and community groups. Creative writing and editing skills. Record keeping skills. AutoCAD skills.

Anticipated Salary Offer: \$15.53 per hour

Apply online at

<http://www.applitrack.com/chicagoparkdistrict/onlineapp/default.aspx?all=1>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Music Instructor -Part Time Job ID: 2322

Closing Date: 10/13/15

Cultural/Music Instructor (H)

Date Posted: 9/29/2015

Location: Sherwood Park

Region: South

THIS POSITION IS BUDGETED UP TO 19 HOURS A WEEK.

CHARACTERISTICS OF THE CLASS:

Under general supervision, responsible for developing, teaching and leading musical activities for the Park District, in one or more related areas of specialization, including voice, instrumental and/or orchestral instruction. Performs related duties as required.

MINIMUM QUALIFICATIONS:

Training and Experience:

An Associate of Arts degree or completion of two full years of course work at an accredited college or university which included a minimum of 20 credit hours in music or a closely related discipline which involved the study of at least one musical instrument or voice or graduation from high school or the equivalent (GED) and 3 full years of related instructional or performance experience in a recreation or entertainment environment or an equivalent combination of education and experience is required

Knowledge, Skills and Abilities:

Knowledge of voice, instrumental and/or orchestral instruction principles and practices. Elementary knowledge of leisure and recreation theories and principles. Effective oral and written communication skills. Technical knowledge and skill in one or more areas of musical specialization such as the ability to play a musical instrument.

Union: 46 Career Service EEO: Para-professional FLSA: Non-Exempt

SALARY: \$17.45 per hour

Apply online at

<http://www.applitrack.com/chicagoparkdistrict/onlineapp/default.aspx?all=1>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Attendant Part-time (North Region) Job ID: 2328

Closing Date: 10/13/2015

Custodial/Attendant (H)

Date Posted: 9/30/2015

Location: Mayfair Park

Region: North

Budget for up to 21 hours per week

Under general supervision, keeps clean and orderly restrooms and facilities reserved for visitors. Performs related duties as required.

EXAMPLES OF DUTIES:

Maintains clean and orderly restrooms and facilities reserved for visitors, recreational equipment and other supplies provided for the public. Makes simple reports of attendance and materials distributed. Operates, cleans and maintains heating equipment when so assigned. Removes all litter and trash on grounds immediately outside park buildings on a daily basis where situations exist which may endanger park patrons, for example, the presence of broken glass, slippery spills, etc. Cleans grounds as needed.

DESIRABLE MINIMUM QUALIFICATIONS:

Training and Experience:

Previous experience in performing building maintenance or other related maintenance activities preferred. Desirable previous experience includes use of maintenance equipment and supplies such as cleaning agents, waxes and the operation of a floor buffing machine. Must be at least eighteen (18) years of age.

Knowledge, Skills and Abilities:

Basic knowledge of cleaning agents used in indoor sanitation and maintenance. Ability to operate maintenance equipment in a safe and efficient manner. Ability to perform manual labor. Ability to respond to routine inquiries from the public.

Union: SEIU- Local 73 Career Service EEO: Service-Maintenance FLSA: Non-Exempt
Salary: \$13.61 per hour

Apply online at

<http://www.applitrack.com/chicagoparkdistrict/onlineapp/default.aspx?all=1>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Recreation Leader (H) Year Round Job ID: 2327

Closing Date: 10/14/2015

Recreation/Recreation Leader

Date Posted: 9/30/2015

Location: Mckinley Park

Region: Central

(YEAR ROUND POSITION) up to 20 hours per week

CHARACTERISTICS OF THE CLASS:

Under direct supervision, provides assistance to staff in planning and conducting cultural and recreational activities. Performs related duties as required.

EXAMPLES OF DUTIES:

Assists in planning, scheduling and conducting tournaments and leagues. Supervises recreation activities and functions as an official where necessary. Spots for tumbling and gymnastics, performs demonstrations and leads small groups in drills and agility exercises. Supervises unorganized play and athletic activity at Chicago Park District facilities and encourages and enforces standards, Issues, collects and maintains recreational equipment supplied for public use. Assists the regular staff in conducting simple arts, crafts, music, physical and other recreational activities. Assists in the operation of game rooms and day camp activities.

MINIMUM QUALIFICATIONS:

Training and Experience:

Graduation from high school or an equivalent certification (GED) is required

Knowledge, Skills and Abilities:

Basic knowledge of competitive sports (i.e. basketball, baseball, track, etc.), techniques. Effective oral communication skills. Ability to enforce safety rules. Ability to lead physical, recreational and leisure activities.

Union: SEIU, Local 73 Career Service EEO: Para-Professional FLSA: Non-Exempt

SALARY: \$12.63 per hour

Apply online at

<http://www.applitrack.com/chicagoparkdistrict/onlineapp/default.aspx?all=1>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Job Title: Administrative Assistant II - Opt J2

Agency: Financial & Professional Regulation
Closing Date/Time: Fri. 10/09/15 5:00 PM Central Time
Salary: \$4,612.00 - \$6,990.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC028
Bid ID#: DFPR 11254

Description of Duties/Essential Functions Benefits Supplemental Questions
Under administrative direction, serves as a staff assistant to the Chief of Investigations in the Statewide Enforcement Section. Assists in the planning, development and establishment of statewide policies and procedures. Conducts research on special projects and established policies and procedures; makes recommendations. Serves as spokesperson in confidential and controversial situations.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of four years of college, preferably with courses in public or business administration Requires two years of professional experience in a public or private organization Requires travel.

Work Hours & Location/Agency Contact: Work Hours: 8:30 A.M. – 5:00 P.M.

Work Location: Illinois Department of Financial and Professional Regulation
Professional Regulation/Sate-wide Enforcement/Investigations
9511 W. Harrison Street, Des Plaines, IL Cook County

Agency Contact: A & R Shared Services Center
101 West Jefferson St., WIB Mail Code 5-110, Springfield, IL 62702
217-558-0962 217-782-9925 Fax

How to Apply: This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at Work4Illinois@Illinois.gov or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

Option J2 - Financial/Profess Reg

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Job Title: Internal Security Investigator II

Agency: Human Services
Closing Date/Time: Wed. 10/14/15 5:00 PM Central Time
Salary: \$5,146.00 - \$7,849.00 monthly
\$61,752.00 - \$94,188.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: 10-14-93204

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of two years of college, with coursework in law, government, liberal arts, history or business or public administration, plus four years professional experience in law enforcement investigatory work or related field; or requires knowledge, skill and mental development equivalent to completion of four years college, with major coursework in law, government, liberal arts, history or business or public administration, plus two years professional experience in law enforcement investigatory work or a related field; or requires knowledge, skill and mental development equivalent to completion of a master's degree, with major coursework in law, government, liberal arts, history or business or public administration plus one year professional experience in law enforcement investigatory work or related field; or requires completion of the F.B.I. National Academy of comparable law enforcement schooling, plus two years of professional experience in law enforcement investigatory work of a related field. Requires ability to travel.

Work Hours & Location/Agency Contact: 8:30 am - 5:00 pm
Office of the Inspector General
DHS Teen Service Site, 1308 W. 105th Street, Chicago, IL 60643
Please submit applications to: Kelly Kindred / Bureau of Employee Services
100 S. Grand Avenue East, 3rd Floor Springfield, IL 62762 FAX: 217-524-2116

How to Apply:

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at Work4Illinois@Illinois.gov or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Job Title: Office Clerk - Opt 1

Agency: Human Services
Salary: \$2,694.00 - \$3,311.00 monthly
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: 1
Bid ID#: A-HCD Continuous

Description of Duties/Essential Functions Benefits Supplemental Questions
Under general supervision, verifies the accuracy of authorizations of assistance; posts case status changes to financial control cards; processes authorizations and submits them to Springfield and according to strict time schedule; maintains control on case actions to be taken by casework staff.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of high school. Requires one year of clerical experience.

Work Hours & Location/Agency Contact:

Work hours: 8:30 am – 5:00 pm

Contact:

Employee Services, HCD
100 South Grand Avenue East, 3rd floor
Springfield, IL 62762

Current employees will need to complete and submit a bid form and copy of an online application or CMS100 Employment Application to the address listed above. Non State candidates apply below.

How to Apply:

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at Work4Illinois@Illinois.gov or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

Option 1 – General

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Job Title: Probation Management Operations Specialist (Field Coordinator)
Agency: Illinois Courts/Administrative Office of the Illinois Courts
Salary: \$52,464.00 / Year
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Bid ID#: 135

EXPERIENCE AND EDUCATION REQUIREMENTS:

Minimum: Bachelor's degree in good standing from an accredited university of college with major coursework in social sciences, public administration, criminal justice or a related field. At least three years professional experience in community corrections or justice system environment. Knowledge of evidence-based principles and practices known to be effective with justice populations. Demonstrated experience with developing and conducting training.

Preferred: Working knowledge and understanding of Illinois judicial branch structure and functions, and experience working within probation and/or juvenile detention. Extensive knowledge and training experience of evidence-based principles and effective practices such as social learning, assessment and case supervision models for probation and court services personnel. Skill in preparing reports, statistics, and graphical illustrations.

PHYSICAL REQUIREMENTS: Ability to sit for extended time periods. Must possess a valid Illinois driver's license and be able to travel frequently.

Work Hours & Location/Agency Contact: 8:30 a.m. - 5:00 p.m.

Administrative Office of the Illinois Courts

Probation Services Division

222 N. LaSalle Street, 13th Floor, Chicago, Illinois 60601

Barbara Black (217) 524-6429

How to Apply:

Interested persons should submit - via email or hard copy - a letter of interest, resume, and completed [Judicial Branch Employment Application](#) to:

Administrative Office of the Illinois Courts

Attention: Human Resource Unit, #3811

3101 Old Jacksonville Road

Springfield, IL 62704

courtemployment@IllinoisCourts.gov

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903

sign up for daily job leads www.lashawnford.com

email job leads to workforce@lashawnford.com

please feel free to forward job leads to others



Job Title: Rehabilitation Case Coordinator I

Agency: Human Services
Closing Date/Time: Continuous
Salary: \$3,001.00 - \$3,783.00 monthly
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: 10 41 RCC NO OPT

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direct supervision, receives case management instruction necessary for successful coordination of client case records and documents in a field counseling office; performs routine clerical tasks in maintaining client case files, records and documentation pertaining to service delivery activities; follows state, federal and agency rules, regulations, policies, detailed procedures and current operating practices in coordinating client case data; monitors client case status; maintains case files, types case letters and reports; compiles and prepares related case reports as requested.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to the completion of 4yrs of high school. Requires 1 year clerical experience, which must include typing.

Work Hours & Location/Agency Contact: 8:30-5:00pm
Varies Statewide in the Div. of Rehabilitation Services
Contact: Bureau of Employee Services
100 S. Grand Ave. East, 3rd Floor Springfield, IL 62762

Current employees will need to complete and submit a bid form and on line application or CMS100 Employment Application to the address listed above. Non state candidates must apply below.

How to Apply:

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at Work4Illinois@Illinois.gov or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Job Title: Registered Nurse II

Agency: Human Services
Closing Date/Time: Wed. 10/14/15 5:00 PM Central Time
Salary: \$5,293.00 - \$7,197.00 monthly
Job Type: Full-Time
Location: Kankakee County, Illinois
Number of Vacancies: 2
Plan/BU: RC023
Bid ID#: 10-75-86402

Description of Duties/Essential Functions Benefits Supplemental Questions
Functions as Shift Coordinator with responsibility for the direction and supervision of staff on the night and day shifts for multiple units. Provides guidance to the staff in the implementation of daily routines and activities on assigned areas. Conducts nursing assessments and provides appropriate interventions to assigned recipients. Conducts quality assurance assessments to ensure for the health and safety of the recipients and staff. Participates in staff training and conducts in-service training with staff.

Minimum Requirements: Requires (1) graduation from an approved nursing education program resulting in an Associate or Diploma Degree in Nursing and two years of progressively responsible professional nursing experience; (2) a Bachelor's Degree in Nursing and one year of professional nursing experience; or, (3) a Master's Degree in Nursing. Requires licensure as a Registered Nurse in the State of Illinois. Requires extensive knowledge of professional nursing principles and procedures and theory. Requires extensive knowledge of normal and abnormal reactions to various drugs and medications. Requires working knowledge of Public Health Standards, Accreditation Standards, and facility policies.

Work Hours & Location/Agency Contact:

Job 1 4:00 pm - 12:15 am Rotating Days Off
Job 2 12:00 am - 8:00 am Rotating Days Off

How to Apply:

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at Work4Illinois@Illinois.gov or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Job Title: Support Service Worker

Agency: Human Services
Closing Date/Time: Fri. 10/09/15 4:59 PM Central Time
Salary: \$2,761.00 - \$3,389.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 2
Plan/BU: RC009
Bid ID#: 10/79-90425.90569

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direct supervision of the Dietary Manager, performs tasks in one or several areas of the Dietary Department; assists in the preparation and serving of food; distributes food to patient areas; cleans and maintains sanitation of the kitchen and related areas. Sweeps and mops; assists in cleaning dish-washing area and cleans equipment after each use.

Minimum Requirements:
Requires knowledge, skill and mental development equivalent to completion of high school and six months experience working in a professional/hospital dietary kitchen. Requires knowledge of portion control and application to serving portions of food.

Work Hours & Location/Agency Contact:
Dietary Department
1 position for Days 6am-2pm Rotating days off
1 position for Eve 11:30am-7:30pm Rotating days off

CONTACT INFORMATION:
Summer Doxie / Human Resource Office
Chicago Read Mental Health Center, 4200 N. Oak Park Avenue Chicago, IL 60634
fax 773-794-5583

How to Apply:
This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at Work4Illinois@Illinois.gov or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Customer Service Representative

U-Haul Moving Centers
U-Haul Moving & Storage of Lincoln Park
1200 W Fullerton Ave
CHICAGO , IL

Description:

Are you interested in becoming a moonlighter? Are you looking for another job to supplement your income? If so, U-Haul is the right place for you! Moonlighters are important and valued members of the U-Haul Team because they help us meet our customers' needs – which are significantly greater on evenings, weekends and holidays – with skilled, talented people who will provide excellent customer service.

Whether your "regular" job is a full-time or part-time position at another company, being in the military, going to school or being a stay-at-home parent, the flexible schedules available at U-Haul will make it possible for you to join our team. We have a variety of positions available for moonlighters and the flexible schedules we offer provide many options.

As a Customer Service Representative perform various duties including:

- Levels inspection. - Clean rental equipment.
- Dispense propane. - Maintain the facility and lot in a clean condition.
- Serve customers in person and on the telephone.
- Use the computer to prepare rental contracts and invoices.

Requirements: A valid driver's license and maintain a good driving record. Ability to maintain good housekeeping practices in the work area and comply with all safety rules and procedures.

Work Status: Moonlighter/Part-Time

Hours Needed: (These hours may change based on business needs)

Sun - 6am to 8pm
Mon - 6am to 9pm
Tue - 6am to 9pm
Wed - 6am to 9pm
Thu - 6am to 9pm
Fri - 6am to 9pm
Sat - 6am to 9pm

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=157338&mode=

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Storage Facility Housekeeper

U-Haul Moving Centers
U-Haul Moving & Storage of Lincoln Park
1200 W Fullerton Ave
CHICAGO , IL

Description:

Responsible for cleaning storage units, hallways, restrooms, elevator and other areas of the facility. Will sweep, vacuum and mop.

Must empty waste cans and remove trash to designated trash bins.

Responsible for maintaining/stocking cleaning supply inventory records and request new supplies as needed.

Prior cleaning service or custodial experience is preferred.

Work Status:

Moonlighter/Part-Time

Hours Needed:

(These hours may change based on business needs)

Sun - 6am to 8pm

Mon - 6am to 8pm

Tue - 6am to 8pm

Wed - 6am to 8pm

Thu - 6am to 8pm

Fri - 6am to 8pm

Sat - 6am to 8pm

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=158427&mode=

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Facility Maintenance Technician

U-Haul Regional Marketing Offices
Uhc Of North Shore Chicago
4100 W Fullerton Ave
CHICAGO , IL

Description:

Maintain and repair U-HAUL® facilities including moving centers, storage centers and other U-Haul buildings.

Perform duties including plumbing, carpentry, masonry, electrical, and repair or maintenance of central heating and air conditioning systems.

Responsible for all routine roof and signage inspections.

Position requires a valid driver's license and maintain a good driving record to operate motor vehicles with both types of transmission (automatic or standard).

Work Status:

Full-Time or Moonlighter/Part-Time

Hours Needed:

(These hours may change based on business needs)

Sun - NA
Mon - 8am to 5pm

Tue - 8am to 5pm
Wed - 8am to 5pm

Thu - 8am to 5pm
Fri - 8am to 5pm
Sat - NA

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=157679&mode=

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Storage Customer Service Representative
U-Haul Storage Facilities
U-Haul Moving & Storage of Jefferson Park
5035 W Foster Ave
CHICAGO , IL

Description:

Are you interested in becoming a moonlighter? Are you looking for another job to supplement your income? If so, U-Haul is the right place for you! Moonlighters are important and valued members of the U-Haul Team because they help us meet our customers' needs – which are significantly greater on evenings, weekends and holidays – with skilled, talented people who will provide excellent customer service.

Whether your "regular" job is a full-time or part-time position at another company, being in the military, going to school or being a stay-at-home parent, the flexible schedules available at U-Haul will make it possible for you to join our team. We have a variety of positions available for moonlighters and the flexible schedules we offer provide many options.

As a Customer Service Representative perform various duties including:

- Levels inspection. - Clean rental equipment.
- Dispense propane. - Maintain the facility and lot in a clean condition.
- Serve customers in person and on the telephone.
- Use the computer to prepare rental contracts and invoices.

Requirements: A valid driver's license and maintain a good driving record. Ability to maintain good housekeeping practices in the work area and comply with all safety rules and procedures.

Work Status: Moonlighter/Part-Time

Hours Needed: (These hours may change based on business needs)

- Sun - 6am to 7pm
- Mon - 3pm to 7pm
- Tue - 3pm to 7pm
- Wed - 3pm to 7pm
- Thu - 3pm to 8pm
- Fri - 6am to 7pm
- Sat - 6am to 7pm

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=157674&mode=

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others