



Manager of Paratransit Contracted Bus Operations

Location: Chicago

Office: Revenue Services

Department: Paratransit

Job Description:

Under the direction of the Division Manager, the Manager of Paratransit Contracted Bus Operations manages the City of Chicago and Suburban paratransit carrier contracts. Responsibilities include managing, monitoring, and reviewing the performance of the City of Chicago and Pace suburban bus contract carriers; analyzing and conducting contractor on site visits to ensure contract compliance; identifying inefficiencies and directing/providing technical assistance; supervising and monitoring the investigation, processing and resolution of customer complaints; monitoring and reviewing calculation of monthly payments to contractors; analyzing and recommending planning and implementation of service changes and modification. Duties would also include composing of RFP for services and other local contract or intergovernmental agreements as needed in response to local municipalities. This position will assist and supervise public events and represent Pace at public meetings, etc. In addition, will perform other duties as assigned or as required.

Qualifications:

Qualified candidate must have a Bachelor's Degree in Business or Logistics or related discipline or equivalent work experience; 10 years paratransit or transportation experience, preferably in a public sector environment. Must be highly proficient in the use of computer software, specifically Microsoft Office Suite, with special emphasis on Excel, Word and Outlook, along with familiarity with Oracle accounting software. Must have excellent written and verbal communications skills necessary to write documents/analyses related to the duties of the job. Must have the ability to respond quickly within a dynamic environment with tight deadlines. Some Government procurement and or preparation of RFP experience is preferred. Qualified candidate must have a good work history. Must have a valid state of Illinois Drivers License. Must be able to manage traveling by vehicle within the six (6) county RTA region and access other modes of transportation to travel outside of the RTA region. This includes carrying equipment and documents needed.

This position is subject to the provisions set forth in 5 ILCS 430/5-45 (c) of the State Officials and Employee Ethics Act.

Apply online at

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Mechanic

Location: Markham

Office: Revenue Services

Department: Maintenance

Job Description:

Under the direction of the Superintendent of Maintenance, or designate, responsible for performing preventive maintenance inspections, diagnosing, troubleshooting and performing general repairs on all company vehicles and equipment.

Removes and replaces all units and rebuilds small components. Must make service calls, complete all required documents and must account for all materials used in accordance with the work order system.

Must be able to work independently and may perform Foreman's duties as needed. Performs duties of the classification and other duties as assigned or required.

NOTE: This is a bargained for position (Union) and is in accordance with the Collective Bargaining Agreement.

Qualifications:

Qualified candidate must possess at least three (3) years previous diesel/gas experience and/or technical training. Must be 21 years of age and must have, or be able to obtain, a valid "A" Commercial Driver's license and Air Conditioning Certification, successfully pass examination for the position, and have a complete set of hand tools sufficient for performing the duties of the position.

Must have the ability to read/follow blueprints, schematics, maintenance manuals and to operate test equipment. Knowledge of the service area and the ability to operate all company equipment is also required.

Must be capable of heavy lifting. The performance of these duties may be required at any time of the day and night, any day and night of the week. Qualified candidate must have a good work history.

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Foreman

Location: Evanston

Office: Revenue Services

Department: Maintenance

Job Description:

Under the direction of the Superintendent of Maintenance, will assist with supervision of Maintenance personnel.

Performs administrative duties as required. Updates and maintains Vehicle Repair Logs.

Assigns work to Maintenance employees by generating work orders in Oracle, inspecting work and closing work orders.

Monitors and directs vehicle servicing, cleaning and facility cleanliness.

Assigns facility repairs/cleaning and ensure work is completed.

Inspect facility to ensure it is safe and secure in accordance with Pace policies and programs. Other duties as assigned.

Qualifications:

Must be proficient in computer word processing programs and computer applications to the extent required by specific job functions, and must be prepared to write documents related to job duties using the word processing applications.

Must have a high school diploma and mechanical and supervising/managerial education and be at least 21 years of age.

Class A CDL and A/C certifications required.

The performance of these duties may be required at any time of the day and night, any day and night of the week.

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Mechanic Helper

Location: Des Plaines

Office: Revenue Services

Department: Maintenance

Job Description:

Under the direction of the Superintendent of Maintenance, or designate, responsible for performing preventive maintenance inspections and general repairs on all Company vehicles and equipment.

Makes all types of service calls, may perform Foreman's duties as needed and must complete all required documents and account for all materials used in accordance with work order system.

Performs duties of the classification and other duties as assigned or required.

Qualifications:

Qualified candidate must possess at least one (1) years previous diesel/gas experience and/or technical training and meet the criteria of Pace's Mechanic Training Program. Must successfully pass the Air Conditioning Certification.

Must be at least 21 years of age and must have, or be able to obtain, a valid "A" Commercial Driver's license with Airbrake and Passenger endorsement.

Must successfully pass examination for position and have a good starter set of hand tools for performing the duties of the position.

Knowledge of the service area and the ability to operate all company equipment is required. Must be capable of heavy lifting.

The performance of these duties may be required at any time of the day and night, any day and night of the week.

This is a safety sensitive position. Qualified candidate must have a good work history.

Apply online at

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Shoes Associate

Location: Chicago, IL
Requisition ID: 557-972185
Posting Date: 10/22/2015
Shift: Flexible
Status: Seasonal

GENERAL PURPOSE OF POSITION: As part of the sales team, the Sales Associate will assist in the execution of merchandising and operational functions to Company Standards. This individual will provide outstanding customer service to our customers, drive the sales and profitability of the store, and safeguard company assets.

FOCUS OF POSITION: Positively demonstrate the company's Core Values by developing trust and respect among peers and management, working in teams and partnering with others through collaborative work ethics, and driving business results by placing a high priority on detail and accuracy to successfully complete all tasks. Deliver excellent customer service and demonstrate a high degree of professionalism

RESPONSIBILITIES:

Provide a friendly environment, which includes greeting and acknowledging every customer, maintaining solid product knowledge and all other aspects of customer service. Maintain an awareness of all promotions and advertisements
Assist in floor moves, merchandising, display maintenance, and housekeeping
Assist in processing and replenishing merchandise and monitoring floor stock
Aid customers in locating merchandise
Communicate customer requests to management
Assist in completing price changes as a member of the mark-down team
Participate in year-end inventory and cycle counts
Assist in ringing up sales at registers and/or bagging merchandise
Any other tasks as assigned from time to time by any manager

Our ideal candidates will be self motivated, team players, who have the desire to succeed. We care about our employees, have a supportive environment that values trust and respect, offer a competitive wage and benefits package that includes a generous paid time off plan, plus an associate discount, and a company matched 401(k) to name a few.

Burlington Coat Factory is an equal opportunity employer committed to workplace diversity.

Apply online at <https://burlingtonstores.jobs/jobs/descriptions/shoes-associate-chicago-illinois-job-5169440>

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Customer Service Representative

U-Haul Moving Centers
U-Haul Moving & Storage of Bronzeville
2601 S LaSalle St
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

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

Sun - 9am to 5pm

Mon - NA

Tue - NA

Wed - NA

Thu - 2pm to 7pm

Fri - 2pm to 8pm

Sat - 2pm to 7pm

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=158515&mode=

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Storage Facility Housekeeper

U-Haul Moving Centers
U-Haul Moving & Storage of Up-Town
4055 N Broadway St
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 - NA
Mon - 9am to 3pm

Tue - NA
Wed - 9am to 3pm

Thu - NA
Fri - 9am to 3pm

Sat - NA

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U-Box Customer Care Representative

U-Haul Moving Centers
U-Haul Moving & Storage of Logan Square
4100 W Fullerton Ave
CHICAGO , IL

Duties and responsibilities of a U-Box Customer Care Representative include:

- Operate a flat-bed truck
- Operate an 8000 pound propane forklift or a truck mounted forklift
- Load and unload storage containers onto truck bed for delivery to storage facility
- Transport cargo to and from specified destinations
- Ensure timely delivery; provide customer assistance to include the sale of support items
- Use a truck mounted forklift to remove containers from vehicle, and position in the designated storage location
- Use on-line computerized dispatch and rental systems
- Prepare, receive, and provide appropriate documentation for the delivery or pick up of goods
- Verify that the container, and any other equipment rented, is returned in the same condition as when rented
- Ensure warehouse storage facility is clean, dry, and secure at all times
- Perform "Customer Ready" inspections of U-Box containers prior to dispatch

Requirements:

A Class B Commercial Driver License (CDL) or above is required, however, we are willing to train candidates in order to achieve an applicable CDL for employment. Candidates must possess a clean driving record, be able to pass a criminal background investigation, and meet all Department of Transportation (DOT) and U-Haul physical examination requirements.

Work Status: Full-Time or Moonlighter/Part-Time

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

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

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=137751&mode=

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General Manager - Trainee

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

Description:

In a training capacity, observe and perform duties and operations necessary to qualify for the job of General Manager of a moving center.

Learn cash management policies and procedures necessary to direct a profitable center.

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

Hours Needed:

(These hours may change based on business needs)

Sun - 6am to 7pm
Mon - 6am to 7pm

Tue - 6am to 7pm
Wed - 6am to 7pm

Thu - 6am to 7pm
Fri - 6am to 8pm
Sat - 6am to 7pm

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=157673&mode=

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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=

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Facility Maintenance Helper

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

Description:

Assist in the facility maintenance of U-Haul moving centers, storage centers and other U-Haul buildings.

Perform work requiring nailing, sawing, cutting, painting, etc.

Use power tools for repetitive operations.

Perform clean-up duties at renovation site.

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=157678&mode=

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Hitch Professional

U-Haul Moving Centers
U-Haul Moving & Storage of South Shore
1650 E 71st St
CHICAGO , IL

Description:

Be familiar with and able to recommend, sell, and install complete towing packages according to manufacturers' specifications while using good mechanical practices.

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:

Moonlighter/Part-Time

Hours Needed:

(These hours may change based on business needs)

Sun - 8am to 6pm

Mon - 6am to 8pm

Tue - 6am to 8pm

Wed - 6am to 8pm

Thu - 6am to 8pm

Fri - 6am to 9pm

Sat - 6am to 8pm

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=158842&mode=

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Area Field Manager

U-Haul Regional Marketing Offices
Uhc Chicago S & Sw Suburbs
11855 S Cicero Ave
ALSIP , IL

Description:

U-HAUL® is looking for an Area Field Manager to maximize sales and profitability by establishing and maintaining partnerships with local business owners within an assigned route.

The Area Field Manager is responsible for actively promoting the U-Haul brand to local stores and businesses to rent our equipment and services.

An Area Field Manager will effectively educate local store and business owners on the benefits and advantages of becoming a U-Haul dealer.

Additional responsibilities will include:

- Furnish rental equipment, supplies, and instructions necessary to operate a U-Haul dealership
- Prepare activity reports and ensure U-Haul equipment is in good operating condition
- Operate the service rig when properly equipped for distribution of trailers, towing equipment and arrange for recovery of lost, stolen, or abandoned U-Haul equipment
- Audit rental records and contracts
- Open and close dealers

Requirements: A valid driver's license and maintain a good driving record.

Work Status: Moonlighter

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 - 8am to 12pm

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Customer Service Supv

Location: Chicago, IL
Requisition ID: 838-972718
Posting Date: 10/21/2015
Shift: Flexible
Status: Regular

RESPONSIBILITIES:

Drive the delivery of exceptional customer service by insisting on friendliness and creating a heads up mentality on the part of all store associates.
Expedite front lines, direct flow of customers, and ensure that each customer receives outstanding customer service. Improve sales results through greeting and assisting customers on the sales floor; communicating customer requests to management
Maintain appearance of register area and keep supplies stocked
Monitor compliance of cashiers with established Company policies and standards, such as safekeeping of Company funds and property, security, sales and record-keeping procedures. Ensure the accuracy and efficiency in ringing sales and accurately maintaining all cash and media at the registers
Follow guidelines prescribed by the Customer Service/Logistics Manager to monitor associate breaks, ensuring they are being taken and that there is adequate coverage to minimize customer wait times
Support associate customer service training and communication efforts through participating in morning rallies and utilizing the Service bulletin board
Assist in communicating information to cashiers regarding special promotions and sale items. Accurately ring up sales when requested by the manager on duty
Ensure validity of customer returns, exchanges, check authorizations, and voids
Monitor all areas of possible loss due to theft, shoplifting, free-bagging, fraud, and/or carelessness
Provide

Our ideal candidates will be self motivated, team players, who have the desire to succeed. We care about our employees, have a supportive environment that values trust and respect, offer a competitive wage and benefits package that includes a generous paid time off plan, plus an associate discount, and a company matched 401(k) to name a few.

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Store Management Opportunities (South Chicago)

Location: Chicago, IL

Requisition ID: 5164593

Shift: All Status: Regular

STORE MANAGER: As the leader of the management team, the Store Manager has ultimate responsibility over operation and performance of one, multi-million dollar store location. The Store Manager is a leader who exercises judgment and uses discretion to solve problems, make informed decision and manage wisely. Responsibilities include driving sales and customer service; ensuring proper merchandising standards, controlling expenses and payroll budgets, managing the associate experience and handling personnel issues. A Store Manager is a role model and must manage the workforce and time wisely in order to achieve maximum results.

ASSISTANT STORE MANAGER, OPERATIONS: As part of the management team, the Assistant Store Manager, Operations is responsible for the day-to-day management of the store and ensuring store associates are delivering excellent customer service. Main responsibilities include Back of House (Receiving/MTA) and Markdowns, and assisting in management of all areas of store operations as needed. An Assistant Store Manager is a role model and must manage the workforce and time wisely in order to achieve maximum results

ASSISTANT STORE MANAGER, SERVICE: As part of the management team, the Assistant Store Manager, Service is responsible for the day-to-day management of the store. Main responsibilities include managing the Point of Service/Front End operations and Human Resource Initiatives in the store, including but not limited to staffing, hiring, and BEST. Assist other store management in all areas of store operations as needed.

ASSISTANT STORE MANAGER, MERCHANDISING: As part of the management team, the Assistant Store Manager, Merchandising is responsible for the day-to-day management of the store. Main responsibilities include Selling Floor, Recovery, Sizing, Fitting Rooms, Home, Baby, Accessories, Shoes, and assisting in management of all areas of store operations as needed.

REQUIREMENTS: 5+ years of Retail Management experience within a Big Box or Specialty environment, with the ability to manage a multi-million dollar sales volume and expense budget. Availability to meet minimum scheduling requirements as set forth by the company, including nights, weekends and holidays. Strong communication skills (verbal & written), including strong relationship building skills. Travel required – as needed

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Apply online at <https://burlingtonstores.jobs/jobs/descriptions/store-management-opportunities-south-chicago-chicago-illinois-job-5164593>

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Center Storage Manager

U-Haul Moving Centers
U-Haul Moving & Storage of Park Forest
2210 Western Ave
PARK FOREST , IL

Description:

U-Haul is looking for a Center Storage Manager who, under the direction of the General Manager, will profitably manage U-Haul center storage and oversee all aspects of storage transactions, customer service, rentals, record-keeping and security.

Requirements:

- *Valid driver's license and a good driving record
- *Ability to operate motor vehicles with both types of transmission (automatic or standard)

Work Status:

Full-Time

Hours Needed:

(These hours may change based on business needs)

- Sun - NA
- Mon - 7am to 5pm
- Tue - 7am to 5pm
- Wed - 7am to 1pm
- Thu - 7am to 5pm
- Fri - 7am to 5pm
- Sat - 7am to 5pm

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Job Title: Certified Medical Assistant, Dermatology (Chicago & Westmont)

Department: Dermatology

Shift: 1st

Full/Part: Type 1 (72-80 Hrs/PP)

Specialty: Dermatology

Job Number: 2015-2478

Job Description:

Certified Medical Assistant, Dermatology

Full Time

This position requires occasional weekend work, and travel between Chicago and Westmont

Are you a CMA with a passion for patient care who is seeking:

A full-time position

Work at one of the top academic medical centers in America

To build your career

Rush is a health care leader offering world-class innovation, driven by collaboration and committed to accountability and respect, continually striving for excellence in everything that we do. Join a team committed to shaping the future of health care - and discover what your career could be.

Position Qualifications Include:

Current Medical Assistant Certification by AAMA, AMT, NHA, or NCCT

Graduate of a Medical Assistant Program

Current CPR Certification

Minimum of two years clinical experience preferred

Ability to multi-task in a fast paced environment

Previous surgical experience preferred

Rush University Medical Center is an Equal Opportunity Employer that welcomes and encourages all applicants to apply regardless of age, race, sex, religion, color, national origin, disability, veteran status, sexual orientation, gender identity and/or expression, marital or parental status, ancestry, citizenship status, pregnancy or other reason prohibited by law.

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Job Title: Environmental Technician - 3rd Shift Part-Time

Shift: 3rd

Full/Part: Type 2 (40-64 Hrs/PP)

Specialty:

Job Number: 2015-2092

Job Description:

Rush Medical Center is seeking a part-time Environmental Technician 3rd Shift?

For current H.E.L.P. Union Members Only

If so, you may be the right candidate for our part-time Environmental Tech position at Rush!

Position Highlights:

Under the general supervision of an Environmental Services supervisor, cleans, maintains and services assigned areas throughout RUMC. This person exemplifies the Rush mission, vision and values and acts in accordance with Rush policies and procedures, and with the Rush University Medical Center Customer Service and Performance Standards.

Position Requirements:

High school graduate or equivalent required

Ability to understand written English and oral instructions required

Prior cleaning experience preferred

Prior HealthCare Environmental Services highly desired

Ability to stand, walk and stoop often while performing duties. Must be able to push, pull, and control cleaning equipment and materials up to 150 pounds in weight and move large trash objects and containers

Must demonstrate good interpersonal skills and a neat personal appearance

Rush University Medical Center is an Equal Opportunity Employer that welcomes and encourages all applicants to apply regardless of age, race, sex, religion, color, national origin, disability, veteran status, sexual orientation, gender identity and/or expression, marital or parental status, ancestry, citizenship status, pregnancy or other reason prohibited by law.

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Job Title: Mental Health Worker

Department: 4 Kellogg

Shift: 2nd

Full/Part: Type 1 (72-80 Hrs/PP)

Specialty: Child Psychology

Job Number: 2015-2281

Position Highlights:

Unit is an intensive therapeutic environment devoted to acutely ill child & adolescent patients with mood disorders

Position is full time day/pm rotating shifts

Position Responsibilities:

The MHW functions under the supervision of an RN to perform delegated tasks, utilize basic principles of the biological & behavioral sciences in the assessment & treatment of patients, and participate in group sessions.

Duties include taking vital signs, bathing patients, and assisting patients while maintaining patient safety on the unit.

Position Qualifications Include:

Minimum Bachelors degree required; degree in behavioral sciences or related field preferred.

At least one year of experience with chronically ill psychiatric patients preferred.

Must have demonstrated ability to interact effectively with others in difficult situations.

Must be able to be flexible with scheduled days.

Rush University Medical Center is an Equal Opportunity Employer that welcomes and encourages all applicants to apply regardless of age, race, sex, religion, color, national origin, disability, veteran status, sexual orientation, gender identity and/or expression, marital or parental status, ancestry, citizenship status, pregnancy or other reason prohibited by law.

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Job Title: Mental Health Worker - Rotating Shift (Part-time)

Shift: 4th (Rotating)

Full/Part: Type 3 (8-32 Hrs/PP)

Specialty: Psychiatry

Job Number: 2015-2405

Job Description:

Are you looking to bring your interest in Adult Psychiatry to a leading academic medical center? If so, you may be the right candidate for our full-time Mental Health Worker!

Position Highlights:

Unit is an intensive therapeutic environment devoted to acutely ill adult patients with mood disorders

Position is full time day/pm rotating shifts

Position Responsibilities:

The MHW functions under the supervision of an RN to perform delegated tasks, utilize basic principles of the biological & behavioral sciences in the assessment & treatment of patients, and participate in group sessions.

Duties include taking vital signs, bathing patients, and assisting patients while maintaining patient safety on the unit.

Position Qualifications Include:

Minimum Bachelors degree required; degree in behavioral sciences or related field preferred.

At least one year of experience with chronically ill psychiatric patients preferred.

Must have demonstrated ability to interact effectively with others in difficult situations.

Must be able to be flexible with scheduled days.

Rush University Medical Center is an Equal Opportunity Employer that welcomes and encourages all applicants to apply regardless of age, race, sex, religion, color, national origin, disability, veteran status, sexual orientation, gender identity and/or expression, marital or parental status, ancestry, citizenship status, pregnancy or other reason prohibited by law.

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