



Position: Part-Time Warehouse/Material Handler

Location: Summit Distribution Center

State: Illinois

Zip Code: 60501

Job Category: Part-Time Warehouse Family

Description: Part-Time Warehouse/Material Handler

The Part-Time Warehouse/Material Handler position is responsible for a variety of warehouse duties.

The work hours average between 20 and 25 hours per week.

Weekend and Holiday work is required. Work is performed in a loud warehouse environment with minimal heating or air conditioning.

Responsibilities include:

picking appropriate cases according to order and placing the orders on carts, picking up empty pallet boards and carrying them to a storage area, loading and unloading pallets and individual cases to and from trailers, operating a forklift safely, and loading trailers via carts or stacking cases on the floor of the trailer.

Warehouse personnel may also be responsible for receiving and distributing product and assisting in weekly inventory of product.

General housekeeping and specific sanitation task are also required.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, or disability status.

PepsiCo (Frito Lay) is an equal opportunity employer.

Minorities/Females/Disability/Protected Veteran/Sexual Orientation/Gender Identity

Apply Now at

<http://www.fritolayemployment.com/careers/JobDetails.aspx?rid=73370&zip=60623&sort=1&cj=0&p=1>

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Job Title: Child Support Specialist Trainee

Agency: Healthcare & Family Services

Closing Date/Time: Thu. 12/03/15 11:59 PM Central Time

Salary: \$3,371.00 - \$4,826.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC062 Bid ID#: CS3219

Minimum Requirements:

Requires education and experience equivalent to four years of college with coursework in psychology, sociology, social welfare, business administration, or finance; or, equivalent educational attainment in a related field; or, education and experience equivalent to two years of college with a minimum of eight semester hours of finance and four years experience in the Child Support Services program area; or, eight years of experience performing paraprofessional functions in the Child Support Services program area.

*If you are currently an Office Coordinator within the Division of Child Support Services, you must submit a copy of an Open Competitive "A" grade with your bid and CMS100 application.

Work Hours & Location/Agency Contact: Work Hours: 8:30 - 5:00

Location: Division of Child Support Services / Cook County Judicial Operations (54) Region 5, Team A (Southern), 6201 S. Emerald Dr., Chicago, IL 60610 (Cook County)

Agency Contact: Brenda Young

36 S. Wabash Ave., Chicago, IL 60603

Work#: (312) 793-9807 Fax#: (312) 793-9808

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).

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Packaging and Assembly Positions (Aurora, IL)

Type: Full-time

Category: General Labor

Office location: Aurora, IL

Office phone: (630) 859-8367

Posted: November 19, 2015

Ideal Candidate will possess: A self-starting, motivated, driven-to-excel attitude. Proficiency in organizing and attention to detail. The ability to follow a schedule and meet deadlines. A solid work ethic and the ability to learn quickly. The ability to work independently as well as within a team.

Minimum Requirements:

Access to reliable transportation. * Candidates with partial requirements for these particular positions are still encouraged to apply for any similar positions we may offer.

Benefits: Quick 15-minute application process. No appointment necessary to apply. No immediate testing. Short processing period to discover for which position(s) you may best qualify. Steady weekly paychecks. Friendly and knowledgeable staff available to you 5:00 am to 12:00 am (midnight) most days to answer any questions you may have before, during and after your employment with us.

Further Job Details:

Type: contract-to-hire, full-time (part-time also available)

Duration: long term (short term also available)

Pay Rate: Starting pay depends on experience and skill level requirements.

Hours: daytime, afternoon, and evening hours are all available

Job Category: employment placement agencies; career opportunities

Relevant Work Experience: varies according to company and position offered

Career Level: entry level, semi-skilled, and skilled

Please come in any time between 8:00 am and 5:00 pm, Monday through Friday, to find out how easy it is to start working! You do not need an appointment to apply but please be ready to interview or start work immediately.

Corporate Services, Inc., 105 North Main St., Montgomery, IL 60538

Phone: (630) 859-8367

Corporate Services, Inc. is an Equal Opportunity Employer.

Inquire at <http://corpserv.com/jobs/2073/packaging-and-assembly-positions>

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Private Childcare Teaching Positions

TeacherCare - Chicago, IL

\$46,000 a year

CLASSROOM: THE WORLD

Imagine what you could give a child one-on-one in his or her own home. TeacherCare, the leader in personal childcare enrichment, is seeking experienced early childhood professionals with education, psychology, social-work, Montessori, or child and family-related college degrees.

Requirements include: Must have significant early childhood experience and/or elementary teaching experience, in-home experience is a plus. A four year college degree in education, psychology, social work, child development, or similar unless noted below.***** Please do not reapply if you have already sent an email and please only apply if you meet the specific qualifications.*****

Chicago (Lincoln Park 60614) : Full-time infant position, triplets! Babies will be about 12-14 weeks old when the caregiver starts. 8:30 to 5:30pm Monday-Friday, but family can offer some flexibility. Would prefer someone with a strong infant and education background, but do not need to be a certified teacher. Someone who has worked with more than one infant at a time is important. Salary: Up to \$900.00 take home per week. Start: Late November/Mid-December. Mom and dad can provide a car, and do have a stroller for walks.

Chicago (Wicker Park 60622): Full-time position with kindergartner and two year old. Most of the care will be for the two year old, but will need to pick up Kindergartner after school. Nice family, who wants someone fun and willing to plan interactive learning, and activities. Children will be in school starting in the winter (2 year old three mornings per week, and Kindergartner full-time). Family has a car for the caregiver to use. Average of 40 hours per week guaranteed, but some weeks may be 50 hours, then the next week 35 hours. Salary: up to \$700.00 per week on average. Start: ASAP

Learn more at: www.teachercare.com

Apply at: <https://teachercare.secure---server.com/custom/web/eteacher.asp?r=>

Job Type: Full-time

Salary: \$46,000.00 /year

Local candidates only: Chicago, IL

Required experience: Nanny and Teaching: 2 years

Required education: Bachelor's

Apply online at <http://www.indeed.com/cmp/TeacherCare/jobs/Private-Childcare-Teaching-Position-c3a7e49254eb10ca?q=child+care>

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Toddler Teacher Assistant

Little Green Tree House - Lincoln Park - Chicago, IL

Little Green Tree House, Chicago's first Eco-friendly early childhood center, is opening a new location in Lincoln Park!

We are seeking to fill a full time position in a toddler classroom, working with children between 15 months and 2 years of age.

Our schools serve children between the ages of 6 months and 5 years of age.

We offer competitive pay and benefits, and we work hard to foster a community of professionals within our school.

Come join us as we build a team of professional educators passionate about building strong connections with children, families, and the world.

We are open from 7 am to 6 pm each day and full time staff work within those hours.

Job duties include, but are not limited to:

- Helping design and implement creative, theme based lesson plans.
- Providing for the needs and development of the children in your care.
- Communication with families. Maintaining a fun, safe and healthy environment.
- Meet & follow requirements of Licensing agencies.
- Professional interactions with children, parents and co-workers.

Qualifications for full time staff:

- A completed bachelor's degree with a MINIMUM of 6 credit hours related to early childhood education. Prior experience working with groups of young children.
- Strong verbal and written communication skills.
- Must be able to work full time Monday through Friday.
- Please include a resume and cover letter in response to this posting, and specify the type of position you are interested in.

For more information, see visit our website: <http://www.littlegreentreehouse.com/>.

Job Type: Full-time

Required education: Associate

Apply online at <http://www.indeed.com/cmp/Little-Green-Tree-House/jobs/Toddler-Teacher-Assistant-66f132459a2c73ee?q=child+care>

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Furniture/Big Ticket Support Associate, Flex: Schaumburg, IL

Macy's Woodfield Furniture Clearance Center

Location: Chicago, Illinois Naperville, Illinois

Job Category: Stores

Requisition ID: 71241587

Overview: As a Retail Furniture/Big Ticket Support Associate, you will work to support the delivery of the Macy's customer service promise by creating a neat, clean and organized shopping environment for our customers. The Flex Team Retail Furniture/Big Ticket Support Associate schedule is designed to allow Macy's to flex up staffing during key events and peak selling times, and allows you the flexibility to maintain your current responsibilities while earning extra money and enjoying a retail discount of up to 20%. If you have a flexible availability and think that you would enjoy a fast-paced retail environment, then this may be the opportunity for you!

Essential Functions:

Expedite the receiving and processing of all merchandise. Assist with customer carry-out functions. Place merchandise on transfer equipment and deliver merchandise to the selling floor in a timely fashion. Replenish merchandise on selling floor as needed

Maintain stockroom organization and cleanliness

Assist with moving large pieces of furniture

Conduct merchandise transfers and process damages

Assist with merchandise floor moves and other merchandise projects as needed

Participate in the inventory taking process

Adhere to all safety and security policies and procedures

Share equally in the operational responsibilities of the stores

Understand and properly execute all systems and equipment

Qualifications:

Demonstrates an energetic and positive attitude

Ability to read and interpret documents such as memos, safety rules, policies and procedures

Ability to work in a fast-paced environment, handle multiple priorities and learn new procedures

Ability to communicate effectively with peers and management

A team player who possesses the ability to work in a learning environment

Macy's is an Equal Opportunity Employer, committed to a diverse and inclusive work environment.

Apply online at <http://www.macysjobs.com/Search/JobDetail/Furniture-Big-Ticket-Support-Associate-Flex-Schaumburg-IL-Macys-Woodfield-Furniture-Clearance-Center/Chicago/Illinois/71241587>

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**** Seasonal Candy Food Sales Associate ** Part Time Macy's Woodfield Mall**

Location: Schaumburg, Illinois

Job Category: Restaurant/Food Service

Requisition ID: 71241687

Overview: The Seasonal Food Sales Associate's primary responsibility is to sell food items by using MAGIC selling and providing service using product knowledge and sampling. Perform other duties as assigned.

Qualifications: Education/Experience: No specific educational accomplishment is necessary. Previous restaurant/hospitality experience is preferred but not required. Health department license or certification and/or alcohol certification as required by state or local requirement. Per state law, a Food Handler's certificate may be required for all food service employees who prepare, store or serve food at restaurants, coffee bars or any other food service establishment.

Communication Skills: Ability to read, write, and interpret instructional documents such as safety rules, reports, and procedure manuals. Excellent written and verbal communication skills. Ability to communicate in Spanish is preferred but not required. Mathematical Skills: Basic math functions such as addition, subtraction, multiplication, and division. Able to use a calculator. Must be able to make change using American monetary units. Reasoning Ability: Must be able to work independently with minimal supervision. Must be able to follow instructions. Physical Demands: This position involves regular walking, standing, hearing and talking. May occasionally involve stooping, kneeling, or crouching. Must be able to move and/or lift at least 30 lbs. Involves close vision, color vision, depth perception, and focus adjustment.

Other skills: Must possess excellent customer service skills. Must be able to work effectively in a fast-paced environment. Must meet any state and or local age requirements for serving alcoholic beverages. Work Hours: Ability to work a flexible schedule based on department and store/company needs. Working Conditions: Reasonable accommodations have been made to enable individuals with disabilities to perform essential job functions. Work generally occurs in an office environment with moderate temperature and noise level.

Disclaimer

This job description is not all inclusive. In addition, Macy's, Inc. reserves the right to amend this job description at any time. Macy's, Inc. is an Equal Opportunity Employer, committed to a diverse and inclusive work environment.

Apply online at <http://www.macysjobs.com/Search/JobDetail/-Seasonal-Candy-Food-Sales-Associate-Part-Time-Macys-Woodfield-Mall/Schaumburg/Illinois/71241687>

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Requisition Number 15-1155

Post Date 10/14/2015

Title Contact Center Sales Associate

City Chicago

State IL

We are currently seeking a Contact Center Sales Associate at our Support Center in Downers Grove, IL. The Contact Center Sales Associate will be responsible for handling incoming requests for home care services. They will be responsible for vetting and quoting opportunities. This position will also be responsible for applicant screening and tracking for open Home Care Aide positions. The Sales Associate will have regular ongoing communication and status updates with Branch Managers as well as Contact Center leaders.

Responsibilities:

- Receive incoming calls from potential new clients in all Addus markets
- Relay information about Addus' service lines
- Develop new client leads by navigating database lead management system
- Ability to qualify and advance lead to 'conversion ready' status by identifying the clients needs
- Work closely with sales force, external referral partners and Branch Managers regarding call activity and new leads
- Contribute to census and revenue growth
- Maintain and track referrals
- Conduct competitive surveys and mystery shops
- Perform quality assurance calls
- Home Care Aide applicant screening

Requirements

- Minimum of 2-3 years of experience in a call center environment
- General knowledge of home care and home health
- Marketing and sales experience is required
- Intake experience is a plus
- Excellent written and oral communication skills
- Solid computer proficiency in Microsoft Office and web based application
- Committed to exceptional customer service and meeting customer needs
- Ability to complete tasks in a multi-phased, fast-paced environment

We offer competitive pay rates and benefits including:

- Two weeks' vacation and one week personal/sick days
- Medical, dental, life & disability insurance
- Tuition assistance
- 401k with company contribution
- An outstanding work environment!

We are an Equal Opportunity Employer.

Apply online at

https://rn22.ultipro.com/ADD1000/JobBoard/JobDetails.aspx? ID=*C0727A8B14684433

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Family Support Worker

Education Services

Posted: November 13, 2015

Full-Time

Chicago, IL, United States

Join our team of passionate staff who are committed to making a difference in the lives of the children and families we serve! The Family Support Worker recruits eligible pregnant women and children, birth through 5 years old, for the Early Head Start/Head Start program and provides education and support to families.

Qualifications:

Bachelors degree in early childhood, social work or related field required.
One to three years of experience working with families of young children.
Basic to moderate computer literacy and skills in Microsoft Outlook and WORD; experience using COPA, Child Plus or PROMIS is a plus).
Must have reliable transportation, a valid Illinois driver's license and auto insurance.
Ability to speak and write proficiently in English and Spanish is required.

Compensation includes paid time off, as well as medical, dental, vision and life insurance and a 401(k) Employee savings plan. Children's Home + Aid is an equal opportunity employer minority/female/disability/veteran.

Equal Opportunity Employer/Protected Veterans/Individuals with Disabilities

Qualifications

Behaviors

Required

Team Player: Works well as a member of a group

Enthusiastic: Shows intense and eager enjoyment and interest

Dedicated: Devoted to a task or purpose with loyalty or integrity

Motivations

Required

Self-Starter: Inspired to perform without outside help

Goal Completion: Inspired to perform well by the completion of tasks

Ability to Make an Impact: Inspired to perform well by the ability to contribute to the success of a project or the organization

Apply online at <https://recruiting.ultipro.com/CHI1016/JobBoard/4c7676e0-0e8b-2a75-f657-6b1c39ffa981/Opportunity/OpportunityDetail?opportunityId=5912c4d7-d94e-4228-b413-4ac21d309b73>

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Police Officer Summit, Illinois

Village of Summit
c/o C.O.P.S. and F.I.R.E.
Personnel Testing Service
Phone: 847-310-2677
Website: www.copsandfiretesting.com
Starting Salary: \$51,939
Population: 11,458
Sworn Officers: 31
Application Deadline: 12/10/15

The Board of Police Commission for the Village of Summit is now accepting applications for the position of Entry Level Police Officer. Testing is being conducted to establish a new eligibility list for future hiring needs. The Mission of the Summit Police Department is to affirmatively promote a feeling of safety and security to members of our community in a manner that complies with the legal and professional standards established for the law enforcement profession.

Applications are available at: www.jobsource.copsandfiretesting.com
Applications will be online for purchase until 12/10/15 - 2:00 PM
The deadline for returning completed applications is: Thurs, Dec 10, 2015 by 4:00 PM
All applications must be returned to the office of:
C.O.P.S. and F.I.R.E. Personnel Testing Service
ATTN: Summit PD, 200 W. Higgins Road, Suite 201, Schaumburg, IL 60195

You must meet the following minimum requirements:

Citizenship: Must be a U.S. Citizen
Driver's License: Must possess a valid Driver's License at the time of application with the ability to obtain an Illinois Driver's License upon time of hire. Age Requirement: Applicants must have attained their 21st birthday; or 20 if you have successfully completed two years of law enforcement study at an accredited college or university and be under the age of 35 years old by the last date for filing applications (12/10/15), unless exempt by State Statute 65IL 5/10-2.1-6. Education: Must have proof of a High School Diploma, GED Certificate or High School Proficiency Statement.

Residence: At this time there are no stated requirements for residency declared by the Village of Summit. All individuals meeting eligibility requirements are encouraged to continue with the application process. Additional information will be provided in the packet which can be downloaded at: www.jobsource.copsandfiretesting.com

There is a \$40.00 non-refundable application fee.

Applications are NOT available at the Summit Police Department or Village Hall.

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Law Enforcement Maywood, Illinois Village of Maywood

c/o C.O.P.S. and F.I.R.E.

Personnel Testing Service

Phone: 847-310-2677

Website: www.copsandfiretesting.com

Starting Salary: \$42,140.00

Population: 27,000 Sworn Officers: 54

Applications are available at: www.jobsource.copsandfiretesting.com

Applications will be online for purchase until 12/17/15 - 2:00 PM

The deadline for returning completed applications is:

Thursday, December 17, 2015 by 4:00 PM

All applications must be returned to the office of:

C.O.P.S. and F.I.R.E. Personnel Testing Service

ATTN: Maywood PD, 200 W. Higgins Road, Suite 201, Schaumburg, IL 60195

You must meet the following minimum requirements:

Citizenship: Must be a U.S. Citizen

Driver's License: Must possess a valid Driver's License at the time of application with the ability to obtain an Illinois Driver's License upon time of hire.

Age Requirement: Applicants shall be under 35 years of age, at the last date for filing applications (12/17/15) and at such time as the final eligibility list is posted, unless exempt by State Statute 65 IL 5/10-2.1-6, which provides in part that the age limitation does not apply to any person previously employed as a Certified (full-time) Law Enforcement Officer. Applicants must have attained their 21st birthday by the last date for filing applications (12/17/15).

Education: Must have proof of a High School Diploma, GED Certificate or High School Proficiency Statement. Residence: Must reside within a 15-mile radius of the boundaries of Maywood within one (1) year of hire. P.O.W.E.R. Card: Must possess a valid P.O.W.E.R. (Peace Officer Wellness Evaluation Report) Card from a certified testing agency, MUST have been issued between the dates of 6/17/15 and 12/17/15.

POWER Test Certification available at: NIPSTA – Glenview, IL www.nipsta.org

Joliet Junior College – Contact Janet Graham 815-280-2674

Triton College – River Grove www.edu/power . All individuals meeting eligibility requirements are encouraged to continue with the application process.

Additional information will be provided in the packet which can be downloaded at:

www.jobsource.copsandfiretesting.com

There is a \$35.00 non-refundable application fee.

Applications are NOT available at the Maywood Police Department or Village Hall.

Applicants must attend the mandatory orientation and test date:

Saturday, January 9, 2016 , Registration starts at 8:00 AM , Orientation – 9:00 AM

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Job Title: Food Service Assistant 2 Cafe

Department: Dietary Cafeteria

Shift: 1st

Full/Part: Type 4 (Temporary)

Job Number: 2015-2529

Position Highlights:

Assembles, operates, and maintains food service supplies and equipment. Assists in tray assembly, loads carts, disposes of garbage and performs cleaning duties. Exemplifies the Rush mission, vision and values and acts in accordance with Rush policies and procedures.

THIS IS A PART TIME TEMPORARY POSITION

Position Qualifications Include:

High School Diploma or GED equivalent required.

Previous front line foodservice experience preferred.

Ability to communicate verbally and in writing in English is required.

Ability to demonstrate reading ability required.

Ability to demonstrate basic math skills required.

Good interpersonal and solid customer service skills required.

Able to operate foodservice equipment such as dish-machine, scrubber, etc required.

Ability to lift boxes/food weighing up to 65 pounds with or without accommodation required.

Work demands 100% walking and/or standing to include- standing in place for extended periods, stooping, bending, lifting, pushing and pulling.

Work environment involves the ability to tolerate temperature and climate changes (hot, humid, cold, steam, wet).

Ability to work close to hot equipment with potential exposure to broken glass, steam, moving belts, etc. required.

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.

Apply online at

https://rush.igreentree.com/CSS_external/CSSPage_JobDetail.ASP?T=20151119150353&

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Activity Aide

Northside Nursing Home - Chicago, IL

Nursing and rehab center is looking for activity aides that are energetic, willing to bring new ideas, and are absolutely team players. We have large population of Spanish speaking residents, so if you are bilingual that is a plus! You must have some experience in activities or related field.

The position is full-time, and will include weekends and holidays.
Serious candidates only, please send your resume ASAP.
Required experience: Activities: 1 year

Apply online at <http://www.indeed.com/cmp/Northside-Nursing-Home/jobs/Activity-Aide-6e1597251b53baa9?q=nursing+home>

Admissions Coordinator
Executive Search Solutions - Chicago, IL

We have a new employment opportunity for an Admissions Director in a beautiful healthcare facility located in the southern part of Chicago, Illinois. Responsibilities include completing admissions paperwork, data reports, and marketing initiatives in a skilled nursing environment.

We are searching for a candidate with extensive prior experience as Admissions Coordinator and a working knowledge of Medicare/Medicaid and managed care admissions processes. Additional duties include building professional relationships with local hospital discharge planners as well as community relations and census development activities.

The company is dedicated to serving the elderly and providing compassionate health care. You will enjoy working for an organization that believes in providing an environment of professional enrichment for all employees. Compensation is competitive, and is based on professional experience. The company offers an extensive menu of benefits options.

Executive Search Solutions is a national recruitment firm with a long-term care focus. Our clients include Skilled Nursing Facilities (SNF) / Nursing Homes, Assisted Living and Independent Living centers, Continuing Care Retirement Communities (CCRC), Rehab, Hospice, and Home Health Agencies. For a complete list of job openings visit our website at <http://www.essusa.net/>

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Coordinator Special Events

Location: Chicago, Illinois
Job Category: Marketing
Requisition ID: MAR01332

Key Accountabilities:

Planning and executing sales-driving, brand-building in-store special events in collaboration with Macy's vendors and other strategic partners; includes managing freelancers/outside vendors, such as stylists, caterers, and production companies. Development of event proposals, budgets and execution strategies that are communicated and approved by Director (40%) Relationship Management with of all vendors and sponsors, which translate into event opportunities; identifying outside sponsors for Macy's special events to offset departmental expense. (20%) Managing the departmental budget, including writing purchase orders, tracking expense, following up with vendors, and compiling seasonal forecasts (15%) Writing Macy's event marketing advertising copy for newspaper, online, radio, and in-store formats and coordinating the internal and external advertising approval processes (15%) Evaluating Macy's event marketing initiatives from both quantitative (e.g., sales, attendance) and qualitative standpoints (e.g., event flow, branding opportunity); reporting results to management (10%)

Skills Summary:

2-3 years of event coordination and execution experience, preferably in a retail environment
Strong ability to manage several different projects simultaneously/grace under pressure
Willingness to work nights and weekends when necessary
Proven financial skills-budgets and execution
Strong written and oral communications skills
Strong organizational skills and the ability to remain flexible to changing business needs.
Competence and comfort level with basic quantitative analysis
Proficiency in Microsoft Word and Excel, as well as Lotus Notes
Ability to travel to regional store locations as business dictates
Resourceful self-starter, works well independently as well as part of a team
Valid driver's license

Macy's is an Equal Opportunity Employer, committed to a diverse and inclusive work environment.

Apply online at <http://www.macysjobs.com/Search/JobDetail/Coordinator-Special-Events/Chicago/Illinois/MAR01332>

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Job Title: Traffic Operations Technician

Opening Date/Time: Tue. 11/17/15 12:00 AM Central Time
Closing Date/Time: Wed. 12/02/15 11:59 PM Central Time
Salary: \$14.05/Hour
Job Type: Technicians
Location: Central Administration 2700 Ogden Avenue Downers Grove, Illinois
Department: Engineering

Description Benefits Supplemental Questions

Monitors and coordinates real-time traffic conditions on the Illinois Tollway and on adjacent expressways and roadways to assist in mitigating the impacts of congestion. Communicates directly with the Authority's Dispatch Operation, District 15 State Police, the Gary-Chicago-Milwaukee (GCM) Corridor, the media, and the motoring public via the TIMS software, Dynamic Message Signs (DMS), Computer Aided Dispatch (CAD) Systems, and two-way communications systems.

Work also involves gathering information on daily and permanent lane closures, posting lane closure messages accordingly, along with monitoring construction areas for incidents and or traffic flow problems.

Freedom to act is limited to well defined assignments in accordance with established standards and techniques of the operation of the TIMS Operation Center. Assists with snow operations.

Typical Qualifications:

High School graduate or equivalent. Prior experience in traffic operations.

Knowledge of the Tollway roadway system, CAD operations and computer operations.

The ability to type forty (40) words per minute.

Demonstrable ability to read a map, demonstrable logic skills, and the ability to work with minimal supervision.

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Counter Sales Rep (O'Hare Airport)

Job ID 103094

Positions 2

Location US-IL-Chicago

Category Sales - Sales

Mandatory Requirements:

Educational Background: High School Diploma or equivalent

Professional Experiences:

A minimum of one year of sales or customer experience in a high volume or service oriented environment. Passion for customer service and attention to detail – Goes the extra mile. Proven strong sales and closing skills and the ability to friendly, engaging manner. Motivated to achieve and exceed targeted goals

Knowledge: Strong computer proficiency, including typing skills and the ability to navigate through multiple computer systems. Proficiency in English

Must be able to:

Demonstrate good communication skills both written and oral. Communicate in English clearly and proficiently. Candidates fluent in other languages are encouraged to apply. Have the competitive drive and confidence to succeed in a commission-based environment. Work in a fast paced environment with a variety of tasks. Excellent organizational and time management skills. Demonstrate sales, professionalism and interpersonal skills. Show a high level of ownership, accountability and initiative. Show proven experience of working well within a team. Work flexible shifts including weekends and holidays; and work overtime as required. Work outdoors during all weather conditions. Stand for long periods of time.

Physical Requirements:

Applicant must possess all hearing, speaking and communicating capabilities necessary to complete the responsibilities detailed above. The essential functions of this position include, but are not limited to, the following such as sitting, standing, speaking, hearing, writing, typing, filing, seeing, and reading. Knowledge of equipment operation such as computer terminal, telephone, calculator, and fax machine is required.

Dollar Thrifty Automotive Group is a Drug-Free Workplace. All employment is contingent on successful completion of drug and background screening.

EEO/AA: Females/Minorities/Disabled/Vets

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Part-time Counter Sales Rep (O'Hare Airport)

Job ID 102073

Positions 2

Location US-IL-Chicago

Category Sales - Sales

Mandatory Requirements:

Educational Background: High School Diploma or equivalent

Professional Experiences: A minimum of one year of sales or customer experience in a high volume or service oriented environment . Passion for customer service and attention to detail – Goes the extra mile. Proven strong sales and closing skills and the ability to friendly, engaging manner. Motivated to achieve and exceed targeted goals

Knowledge: Strong computer proficiency, including typing skills and the ability to navigate through multiple computer systems . Proficiency in English

Must be able to: Demonstrate good communication skills both written and oral. Communicate in English clearly and proficiently. Candidates fluent in other languages are encouraged to apply. Have the competitive drive and confidence to succeed in a commission-based environment. Work in a fast paced environment with a variety of tasks. Excellent organizational and time management skills. Demonstrate sales, professionalism and interpersonal skills. Show a high level of ownership, accountability and initiative. Show proven experience of working well within a team. Work flexible shifts including weekends and holidays; and work overtime as required. Work outdoors during all weather conditions. Stand for long periods of time.

Physical Requirements:

Applicant must possess all hearing, speaking and communicating capabilities necessary to complete the responsibilities detailed above. The essential functions of this position include, but are not limited to, the following such as sitting, standing, speaking, hearing, writing, typing, filing, seeing, and reading. Knowledge of equipment operation such as computer terminal, telephone, calculator, and fax machine is required.

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Instant Return Rep (Part Time) - O'Hare Airport

Job ID 96241

Positions 1

Location US-IL-Chicago

Category RAC Operations

Mandatory Requirements:

Educational Background: High School Diploma or equivalent

Basic Qualifications:

Passion for customer service and attention to detail – Goes the extra mile

A minimum of one year of sales or customer experience in a high volume or service oriented environment

Proven strong sales and closing skills and the ability to friendly, engaging manner

Basic computer proficiency

Must be able to:

Good communication skills both written and oral. Communicate in English clearly and proficiently. Candidates fluent in other languages are encouraged to apply.

Work in a fast paced environment with a variety of tasks. Excellent organizational and time management skills

Demonstrate professionalism and interpersonal skills

Proven experience of working well within a team.

100% customer focus, with proven experience within a customer facing environment

Work flexible shifts including weekends and holidays; and work overtime as required

Work outdoors during all weather conditions

Stand for long periods of time

Lift up to 45 pounds

Preferred Requirements :

Dollar Thrifty Automotive Group is a Drug-Free Workplace. All employment is contingent on successful completion of drug and background screening.

EEO/AA: Females/Minorities/Disabled/Vets

Apply online at <https://usjobs-dtag.icims.com/jobs/96241/job>

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Job Title: Executive I - Opt H7

Agency: Human Services
Closing Date/Time: Fri. 12/04/15 5:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
\$52,524.00 - \$78,972.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: 10-91-91747

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direction of the Local Office Administrator, serves as Client Employment and Training Coordinator for the assigned geographical area. Organizes, plans, executes, controls and evaluates the Welfare-to-Work (WTW) Program in Family & Community Services. Directs activity in making and tracking referrals for clients; reviews progress of participation. Establishes and maintains relationships with local employers and employment contractors. Markets the Welfare-to-Work Program in the assigned geographical area.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of four years college with course work in business or public administration. Requires one year administrative experience in a public or business organization.

Work Hours & Location/Agency Contact: 8:30 am - 5:00 pm
Mid-South FCS, 1642 W 59th St, 2nd floor, Chicago, IL 60636
Please submit CMS 100 (revised 10/2014) applications and bid form to:
Bureau of Employee Services
Lisa Horsley, 100 South Grand Ave 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).

Option H7 - Dept Human Services

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Job Title: Human Services Caseworker

Agency: Human Services
Closing Date/Time: Continuous
Salary: \$3,891.00 - \$5,797.00 monthly
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: 1
Bid ID#: I-HCD Continuous

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direction, performs professional casework activities in providing public assistance services available from DHS as well as auxiliary state, local and federal programs. Explains eligibility criteria and requirements for public assistance programs. Collects client data and determines eligibility. Discusses applicant goals and participation levels. Assesses client skills and evaluates client ability to obtain and retain employment; makes appropriate referrals to other DHS programs, state services or local private services to ensure applicant receives available benefits.

Minimum Requirements:

Requires Bachelor's degree in psychology, sociology, anthropology, social welfare or equivalent educational attainment in related field plus one year of professional casework or crisis intervention experience in a social services agency. Successful completion of agency-sponsored training program may be substituted for experience. Requires ability to travel.

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).

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