



State Representative La Shawn K. Ford

DAILY JOB LISTINGS



Springfield Office
239-E Stratton Office Building
Springfield, IL 62706
TEL: 217-782-5962
FAX: 217-557-4502

Chicago Austin * Oak Park *
Riverside * North Riverside *
Brookfield * Berwyn * Proviso
Township * Forest Park * La Grange
* LaGrange Park * Western Springs

1/31/2018



Job Title: **Behavioral Analyst I (Upward Mobility Target Title)**
Agency: Human Services
Closing Date/Time: Tue. 02/20/18 5:00 PM Central Time
Salary: \$4,159.00 - \$6,218.00 monthly
Job Type: Full-Time
Location: Kankakee County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-75-104290**

Requires a master's degree with major coursework in behavior analysis and modification, from a graduate program accredited by the Association for Behavior Analysis. Requires one year professional experience in behavioral analysis and modification or completion of the agency sponsored Behavioral Analyst Associate program. Requires extensive knowledge of behavior analysis principles. Requires working knowledge of training methods, the ability to plan and design individual habilitation plans, and extensive knowledge of professional and ethical guidelines, federal and state laws and department rules governing the practice of behavior modification.

8:00 AM to 4:30 PM, Monday through Friday with one early shift; one late shift; and, one weekend day per month.

Contact:

Shapiro Personnel Office, 100 E. Jeffery St, Kankakee, IL 60901 (fax: 815-939-8560).

JRTC Suite 4-500 100 W. Randolph Chicago IL, 60601-3219

Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS WWW.LASHAWNFOR.COM EMAIL JOB LEADS TO WORKFORCE@LASHAWNFOR.COM PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS

Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>

1/31/2018



Job Title: Civil Engineer Trainee Studies & Plans Squad
Member Trainee

Agency: Transportation

Closing Date/Time: Fri. 02/09/18 4:30 PM Central Time

Salary: \$4,275.00 - \$4,655.00 monthly

Job Type: Full-Time

Location: Sangamon County, Illinois

Number of Vacancies: 5

Bid ID#: IPR#42564

This is an entry-level trainee position responsible for performing detailed tasks associated with the preparation of design studies, contract plans, and specifications for highway improvement projects.

Technical Applications [PM1080 rev 6/1/17](#)****must be received** by the Bureau of Personnel Management, Room 113, 2300 South Dirksen Parkway, Springfield, IL 62764 (Fax# 217/557-3134) or emailed to DOT.CO.BPM.EmploymentApplications@Illinois.gov by **Friday, February 9, 2018**, 4:30 p.m. Please include address, daytime phone and position for which applying if not already listed on application. Applicants will be notified in writing to schedule interviews.

1/31/2018



Job Title: **Revenue Collection Officer Trainee**
Agency: Revenue
Closing Date/Time: Thu. 02/08/18 5:00 PM Central Time
Salary: \$3,371.00 - \$4,826.00 monthly
Job Type: Full-Time
Location: Williamson County, Illinois
Number of Vacancies: **2**
Plan/BU: **RC062**
Bid ID#: **DOR 17437**

Under direct supervision, for a period of six to twelve months, participates in an Agency sponsored training program receiving training and controlled working assignments designed to develop broad knowledge, understanding, and practical skills necessary to perform the duties of a Revenue Collector I; completes assignments of increasing difficulty under close supervision of a higher level collector. Travels in the performance of job duties.

Agency Contact:

Illinois Department of Revenue – Human Resources
101 West Jefferson St., WIB Mail Code 5-110
Springfield, IL 62702
217-782-6239
217-782-9925 Fax

1/31/2018



Job Title: Data Processing Administrative Specialist (Upward Mobility Target Title)

Agency: Revenue

Closing Date/Time: Thu. 02/08/18 5:00 PM Central Time

Salary: \$3,647.00 - \$5,342.00 monthly

Job Type: Full-Time

Location: Sangamon County, Illinois

Number of Vacancies: 1

Plan/BU: RC028

Bid ID#: DOIT 17300

DoIT Designated Position

Under direction, monitors and directs lower level staff in the operation of high speed laser printers, impact printers and all associated print equipment; oversees the printing and processing of large-volume print tasks on a multi-agency platform. Investigates and resolves complex problems; provides and maintains documentation and reports.

Agency Contact:

Illinois Department of Revenue – Human Resources
101 West Jefferson St., WIB Mail Code 5-110, Springfield, IL 62702
217-782-6239 Phone
217-782-9925 Fax

1/31/2018



Job Title: Office Coordinator - Opt 4
Agency: Corrections
Closing Date/Time: Tue. 02/06/18 4:00 PM Central Time
Salary: \$3,027.00 - \$4,401.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: IDOC29-00-18-4501

Under direction, independently performs a variety of highly complex specialized office support; completes work via a work processing system and personal computer; maintains litigation tickler system; keyboards documents.

Agency Contact:

Illinois Department of Corrections
Lisa Devert- HR Specialist
1301 Concordia Ct
Springfield, IL 62702
lisa.devert@illinois.gov

1/31/2018



Job Title: Compliance and Quality Liaison Nurse
Agency: Aging
Closing Date/Time: Mon. 02/05/18 11:59 PM Central Time
Job Type: Temporary
Location: Cook County, Illinois
Number of Vacancies: 1
Bid ID#: AGE-18-06

Education: Must possess a Bachelors' degree with a PMP

Experience: 5-10 years of experience in quality assurance implementation/management.
Knowledge of quality control methodologies and measurement techniques.

List any specialized knowledge, skills and/or abilities required for successful performance:
Must be able to travel.

Please apply to:
Illinois Department on Aging
Attn: Office of Human Resources
One Natural Resources Way, Suite 100
Springfield, IL 62702

FAX: 217/557-4918

1/31/2018



Job Title: **Volunteer Services Coordinator III**
Agency: Guardianship & Advocacy Commission
Closing Date/Time: Mon. 02/05/18 4:59 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Cook County Zone 1, Illinois
Number of Vacancies: **1**
Bid ID#: **48483-50-70-311-1002**

Requires knowledge, skill and mental development equivalent to the completion of four years of college, preferably with courses in the social sciences; requires 3 years professional experience in volunteer services program management or management of a social services delivery program. Requires experience in investigations, researching and applying disability laws, writing formal reports, public speaking, advocacy, negotiating outcomes and conducting meetings. Some travel required.

SEND BIDS AND APPLICATIONS Via FAX or MAIL TO BOBBIE FOX, Director, Human Resources (Please do not send scanned documents)

ILLINOIS GUARDIANSHIP & ADVOCACY COMMISSION
160 N. LASALLE, ROOM 500
CHICAGO, IL 60601
FAX # 312-793-4311

1/31/2018



Job Title: **Educator Career & Technical**
Agency: Juvenile Justice
Closing Date/Time: Wed. 02/07/18 5:00 PM Central Time
Salary: \$3,020.00 - \$6,096.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **BBR**
Bid ID#: **IDJJ27-10-18-0009**

Under general supervision of the Principal (Public Service Administrator), provides educational and occupational instruction in all career and technical areas including but not limited to Building Trades, Computer Skills, Culinary Arts, Horticulture, Landscaping and other areas that apply. Teaches vocational subject matter theory and information using standard professional educator skills; instructs students in areas of vocational and technical development

CONTACT:

Melissa Stewart
IDJJ
2715 W. Monroe
Springfield, IL 62704
(217) 557-4021 (desk)
(217) 557-1107 (fax)

1/31/2018



Job Title: **Support Service Worker**
Agency: Human Services
Closing Date/Time: Wed. 02/07/18 5:00 PM Central Time
Salary: \$2,761.00 - \$3,389.00 monthly
Job Type: Full-Time
Location: Cook County Zone 3, Illinois
Number of Vacancies: **02**
Plan/BU: **RC009**
Bid ID#: **10-72-104413 & 104414**

Under direct supervision of the Dietary Manager and direction from the Support Service Coordinator 2, performs routine tasks as assigned in a food service capacity including preparing and cleaning food, plating food, delivering meals and cleaning and operating various food service equipment.

AGENCY CONTACT:

Alice M. Chambers
Human Resources Representative
Elisabeth Ludeman Center
114 N. Orchard Drive
Park Forest, IL 60466
708-283-3015

1/31/2018



Job Title: **Employment Security Program Representative
(Upward Mobility Target Title)**

Agency: **Employment Security**

Salary: **\$3,647.00 - \$5,342.00 monthly**

Job Type: **Full-Time**

Location: **Cook County, Illinois**

Number of Vacancies: **2**

Plan/BU: **RC062**

Bid ID#: **RCRA 12010**

Requires knowledge, skills and mental development equivalent to four years college with academic background in social/behavioral sciences or business; or requires two years (3,000 work hours) of experience as a department intermittent staff member and a minimum of two years college credits completed with passing grades in social/behavioral sciences or business; or four years (6,000 work hours) as a department intermittent staff member. Requires working knowledge of those provisions of the UI Act impacting on areas of responsibility; job knowledge of employers and their UI and employment service needs.

Non-State Employees:

Do not apply directly to Agency Contact. Follow procedures in *How to Apply* section below.

Questions related to Testing and Grading can be directed to: CMS at (217) 524-1321 or (312) 793-3565.

1/31/2018



Job Title: **Public Service Administrator - Opt 6C**
Agency: Public Health
Closing Date/Time: Fri. 02/09/18 11:59 PM Central Time
Salary: \$6,141.00 - \$9,472.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC063**
Bid ID#: **IDPH 62-18-0218**

Under general direction, performs highly complex data management functions and assignments pertaining to surveillance, needs assessment and planning activities. Uses expertise in database design and management, statistical methods and computer programming to coordinate database development, integration, and use for production of local and state Women's and Families health needs assessments, program evaluations, and routine surveillance activities.

Agency Contact:

Office of Human Resources
535 W. Jefferson St. 4th fl
Springfield, IL 62761
Phone: 217-785-2031
Fax: 217-785-2038
Email: DPH.HRAApplications@illinois.gov

1/31/2018



Job Title: Employment Security Program Representative - Opt
SS (Upward Mobility Target Title) Joliet

Agency: Employment Security

Closing Date/Time: Fri. 02/09/18 11:59 PM Central Time

Salary: \$3,647.00 - \$5,342.00 monthly

Job Type: Full-Time

Location: Will County, Illinois

Number of Vacancies: 2

Plan/BU: RC062

Bid ID#: RCRA 11928

Under general supervision, for an assigned area, assesses and addresses client Unemployment Insurance and Wagner-Peyser service needs. Provides services related to the processing of claims for unemployment insurance benefits, including but not limited to interstate, military, other federal or trade readjustment; conducts benefit right interviews; provides orientation and clarifies eligibility factors; adjudicates minor benefit claim issues. Through the use of the IL Labor Exchange system, matches candidates to job openings, provides referrals, placement and follow-up services on available job orders or training programs; processes and extracts data using automated data systems; refers clients with complex issues and service needs to the appropriate office or partner staff; establishes and maintains activity reports. As needed, performs these duties for assigned worksites within the service delivery area, other than the primary assigned office. Provides interpretive services for Spanish speaking clients.

Testing & Grading questions can be directed to:
CMS - 312-793-3565 (Chicago) or 217-524-1321 (Springfield)

1/31/2018



Job Title: **Child Support Specialist I**
Agency: Healthcare & Family Services
Closing Date/Time: Fri. 02/09/18 11:59 PM Central Time
Salary: \$3,969.00 - \$5,913.00 monthly
Job Type: Full-Time
Location: Lake County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **CS3785**

Under direction, gathers data via face-to-face interviews and other sources and/or reviews and prepares petitions, including those from other IV-D agencies/jurisdictions for Custodial Parents (CPs); manages the establishment, modification, and enforcement of court orders; resolves customer service issues in a Call Center environment through direct customer contact or with other state agencies, legal partners, etc., by phone, written correspondence, and e-mail; interprets and reviews support orders, both judicial and administrative, for case review and entry into the system; calculates financial obligations and support balances related to child support accounts.

Contact Person:
Division of Child Support Personnel
509 S. 6th St
Springfield, IL 62701
(217) 557-3900 Office
(217) 524-3960 Fax

1/31/2018



Job Title: **Human Resource Assistant**
Agency: Illinois Courts/Administrative Office of the Illinois Courts
Salary: \$42,175.00 / Year
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Bid ID#: **225**

EDUCATION AND EXPERIENCE: An Associate's degree in human resources, business administration, or a related field and a minimum of two years experience in office support, preferably in a human resources or legal office environment. Experience may be substituted for the education.

Administrative Office of the Illinois Courts
3101 Old Jacksonville Road
Springfield, IL 62704

Barbara Black
(217) 524-6429

1/31/2018



Job Title: **Information Systems Analyst II - Opt S**
Agency: Department of Innovation & Technology (DoIT)
Closing Date/Time: Fri. 02/09/18 5:00 PM Central Time
Salary: \$5,770.00 - \$8,873.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC063**
Bid ID#: **DoIT 17480**

Under administrative direction, performs complex professional and advisory functions in Mainframe Systems Software, exercising substantial creativity and originality to reach the final objective; researches, plans, installs, implements, configures, documents, maintains, communicates, coordinates in relationship to software and operating systems, lifting equipment weighing up to 30 pounds; performs diagnostics and resolution of system software problems, and responds to calls for assistance regarding the more complex situations; develops complex and sophisticated interface functions, between software and servers; serves as a project coordinator providing advice and guidance to equivalent or lower professionals for complex assignments.

Agency Contact:

Dept. of Innovation & Technology, Human Resources/Office of Recruitment & Selection
120 W Jefferson St, 3rd floor
Springfield, IL 62702
DoIT.BidForms@illinois.gov
217-557-3337
217-524-6629 Fax

1/31/2018



Job Title: **Public Service Administrator - Opt 6**
Agency: Human Services
Closing Date/Time: Tue. 02/13/18 11:59 PM Central Time
Salary: \$3,116.00 - \$8,301.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC063**
Bid ID#: **10-44-103816**

Under administrative direction, serves as the Residential Services Program Manager at the Illinois Center for Rehabilitation and Education - Roosevelt, Division of Rehabilitation Services, Department of Human Service. Plans, organizes, implements, controls and evaluates through subordinate supervisors, a comprehensive residential care program for children with orthopedic and neurological disabilities in a 5 day per week residential environment. Recommends policy and procedure to the Nursing/Residential Services Administrator and the Superintendent to ensure compliance with all legal and regulatory mandates for the operation of residential environments. Works with outside agencies to enhance services to students, ensure student safety, and students' experiential learning environment.

ATTN: Benjamin Davis

312/433-3147 - Voice
312/433-3056 - Fax

1/31/2018



Job Title: **Lottery Sales Representative**
Agency: Illinois Lottery
Closing Date/Time: Thu. 02/08/18 5:00 PM Central Time
Salary: \$3,969.00 - \$5,913.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **LOT 17477**

Under direction, promotes and markets Lottery activities and acquires new Lottery retailers within Territory 101 which encompasses the Bellwood, Melrose Park, Forest Park, Elmwood Park, Franklin Park and River Forest areas; delivers promotional material to sales retailers; processes instant ticket returns and maintains Lottery retailers' instant game inventory; assists Private Manager in festivals, fairs and mall promotional events; maintains a variety of records and compiles and prepares reports; coordinates new equipment installations with on-line vendor staff; attends and participates in sales meetings.

Agency Contact:
Illinois Lottery
101 West Jefferson St., WIB Mail Code 3-970
Springfield, IL 62702
217-524-5382
217-785-7839 Fax

1/31/2018



Job Title: **Licensing Assistant**
Agency: Revenue
Closing Date/Time: Thu. 02/08/18 5:00 PM Central Time
Salary: \$2,934.00 - \$3,987.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC029**
Bid ID#: **DOR 17430**

Under direct supervision, interviews visitors regarding complaints and liquor licensing requirements; answers basic questions regarding Illinois Liquor Control Commission (ILCC) rules and regulations which concern the Licensing Act; reviews, approves and issues Illinois Liquor licenses; reviews and approves brand registrations; assists with ILCC filing assignments; prepares reports on work performed.

Agency Contact:
Illinois Department of Revenue – Human Resources
101 West Jefferson St., WIB Mail Code 5-110
Springfield, IL 62702
217-782-6239
217-782-9925 Fax

1/31/2018



Job Title: Information Systems Analyst II - Opt M
Agency: Revenue
Closing Date/Time: Thu. 02/08/18 5:00 PM Central Time
Salary: \$5,770.00 - \$8,773.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC063
Bid ID#: DOIT 17118

DoIT Designated Position

Under administrative direction, performs complex professional and advisory functions within the Divisional Support Section. Serves as project coordinator; provides support and direction to other personnel in developing and maintaining micro computers, Local Area Networks (LANs) or integrated information processing systems and fourth generation programming languages; utilizes modern development methodologies in performing work assignments associated with structured activities performed in the lifecycle phases of an information processing system; performs high level analytical tasks required by the Department's standard operating procedures

Agency Contact:

Illinois Department of Revenue – Human Resources
101 West Jefferson St., WIB Mail Code 5-110, Springfield, IL 62702
217-782-6239 Phone
217-782-9925 Fax

1/31/2018



Job Title: **Social Services Career Trainee - Opt SS**
Agency: Human Services
Closing Date/Time: Continuous
Salary: \$3,371.00 - \$4,826.00 monthly
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10 41 SSCT SS**

Requires a Bachelor's degree. Requires ability to complete necessary coursework to obtain a Master's degree in specified time period. In addition to English, requires ability to communicate effectively in Spanish.

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).

1/31/2018



Job Title: **Investigator**
Agency: Executive Inspector General *
Salary: \$3,333.50 - \$5,833.50 monthly
Job Type: Exempt
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **200S**

POSITION SUMMARY: Under direct supervision of the Supervising Investigator, Deputy Inspector General and Chief, Deputy Inspector General, or Assistant Inspector General, serves as Investigator. The incumbent is responsible for conducting investigations in compliance with applicable laws, rules, and policies. Gathers, preserves, and analyzes evidence; obtains information via interviews and other methods; prepares investigative reports. This position involves working within limits of authority on assignments of an extremely sensitive and confidential nature associated with investigations and legal proceedings.

9:00 a.m. - 5:00 p.m.
Office of Executive Inspector General
69 W. Washington Street
Chicago, IL 60602

Contact:
Human Resources
312-814-1789

1/31/2018



JRTC Suite 4-500 100 W. Randolph Chicago Il, 60601-3219
Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS WWW.LASHAWNFORDD.COM EMAIL JOB LEADS TO WORKFORCE@LASHAWNFORDD.COM PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS
Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>



CMS EMPLOYMENT

Testing is offered on easy to use touch screen computers. Applicants are allowed at least 90 minutes to answer the questions on automated tests. On tests with a larger number of questions or more complex questions (Human Resources Assistant & Associate; Data Processing Specialist & Administrative Specialist; Disability Claims Adjudicator Trainee; Insurance Analyst II; Revenue Tax Specialist Trainee; Social Services Career Trainee; Telecommunicate Trainee), more time is allowed to complete the exam.

Public use copiers are not available at the Assessment Centers. Therefore, it is important that applicants bring with them copies of their application for each title and test option for which they want to test.

Chicago Office:
James R. Thompson Center
100 W. Randolph, Suite 3-300
Chicago, IL 60601-3220
(312) 793-3565 (voice)
Illinois Relay Center 800) 526-0844

**MONDAY, TUESDAY, WEDNESDAY, THURSDAY ONLY -- Flexible
Schedule Testing Check in time for tests - clerical and non-clerical is anytime
between 8:00 a.m. - 1:30 p.m.**



What is the CTA Second Chance Program?

The CTA Second Chance Program is an initiative offered in conjunction with the City of Chicago and social service agencies throughout the city. Working closely with the Department of Family and Support Services, hard-to-place individuals are given an opportunity to obtain full-time employment and training which may enable a start of a long-term, meaningful career.

How to apply

Jobseekers need to actively participate in one of the 13 designated agencies' work readiness programs. The CTA Second Chance program is in regular communication with the agencies listed below. The agencies' top participants are referred to CTA for the bus servicer and rail car servicer Second Chance positions.

[Click Here For the 13 Designated Agencies](#)

What are the eligibility requirements and qualifications?

- Job seekers interested in participating must:
 - Reside within the City of Chicago
 - Be 18 years or older
- Participate in 8-10 weeks of Job Readiness Training and obtain a certificate of completion from one of the 13 referring agencies.
- Second Chance participants that are referred are required to be released from the following:
 - House arrest (wearing metal band/bracelet)
 - Drug/alcohol program (i.e. Methadone treatment)
 - Work release center
 -

JRTC Suite 4-500 100 W. Randolph Chicago IL, 60601-3219

Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS WWW.LASHAWNFOR.COM EMAIL JOB LEADS TO WORKFORCE@LASHAWNFOR.COM PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS

Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>



How many Second Chance positions are available?

Up to 265 Second Chance participants may be employed by CTA in one calendar year. Start and end dates per Second Chance participant are on a rolling basis.

How long does the program last?

Based on job performance and attendance, a participant may serve for 12 months or more.

How much does the program pay?

Participants are paid at a rate of \$10.00 per hour and may work up to 40 hours per week. Pay checks are issued on a bi-weekly pay period.

How is a participant selected?

As positions become available, CTA contacts the referring agencies. Referring agencies recommend applicants who they have screened and who have successfully completed the job readiness program.

Once the referring agency recommends an applicant, what happens?

- Applicants are fingerprinted for background processing.
 - Applicants complete a medical review.
- If the applicant passes background and medical what are the next steps?
 - Orientation/pre-hire
- Applicants attend a new employee orientation thoroughly outlining program guidelines, eligibility requirements, job functions, placements, and Union participation.
 - Completion of all hiring documentation and application inserts
 - Training
- Participants are required to complete a (paid) safety training prior to reporting to assigned work location.

JRTC Suite 4-500 100 W. Randolph Chicago IL, 60601-3219

Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS WWW.LASHAWNFORFORD.COM EMAIL JOB LEADS TO WORKFORCE@LASHAWNFORFORD.COM PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS

Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>

1/31/2018



- The overall performance and attendance/tardiness of each apprentice is scored.
- Supervisors and apprentices are required to review the scoring of the evaluations, solicit feedback and address any questions or concerns.
- Agencies provide individual case management on each apprentice and maintain periodic contact.

What happens when the participant successfully completes the program?

- Participants in good standing receive a certificate of completion and letter of reference from CTA.
- Providing there are no additional arrests or convictions on the participant's record, the Second Chance program participant is encouraged to apply for CTA vacancies.

Who can you call if you have questions?

If you still have questions about this program, you can contact the CTA Second Chance Hotline

- 312-681-2293.