



State Representative La Shawn K. Ford

DAILY JOB LISTINGS



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FAX: 773-378-5903**

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816 S Oak Park Ave, Suite A
Oak Park, IL 60304
TEL: 708-445-FORD (3673)**

**Springfield Office
239-E Stratton Office Building
Springfield, IL 62706
TEL: 217-782-5962
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Event Date: June 28, 2016
Event Location: Walmart Home Office
in Bentonville, AR



05/09/2016



Job Title: Day Care Licensing Representative II (Upward Mobility Target Title)
Agency: Children & Family Services
Closing Date/Time: Wed. 05/11/16 5:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: St. Clair County, Illinois
Number of Vacancies: 1
Plan/BU: RC063
Bid ID#: 1613034-137761

Under supervision, performs responsible functions of the day care licensing program in accordance with agency policies and procedures; maintains responsibility for the licensing of specific day care centers and homes; conducts licensing studies of day care centers and homes to determine compliance with licensing standards; investigates reports of non-compliance and recommends appropriate licensing actions.

Johnnie Rambo
DCFS Licensing
Johnnie.Rambo@illinois.gov
1911 S. Indiana 9th Floor
Chicago, Illinois 60616
Phone: 312-328-2461
Fax: 312-328-2321

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05/09/2016



Job Title: Deputy Clerk 1 - Appellate
Agency: Illinois Courts/Administrative Office of the Illinois Courts
Closing Date/Time: Tue. 05/17/16 4:30 PM Central Time
Salary: \$26,778.00 / Year
Job Type: Full-Time
Location: LaSalle County, Illinois
Number of Vacancies: 1
Bid ID#: 155

This position involves general office duties including processing mail, answering telephone calls, data entry, assisting the public at the filing counter, maintaining court files and performing other duties as assigned.

Third District Appellate Court
1004 Columbus Street
Ottawa, IL 61350

Agency Contact:
Barbara Trumbo

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05/09/2016



Job Title: Dietary Manager I (Upward Mobility Target Title)
Agency: Veterans Affairs
Closing Date/Time: Fri. 05/13/16 4:00 PM Central Time
Salary: \$3,969.00 - \$5,913.00 monthly
Job Type: Full-Time
Location: LaSalle County, Illinois
Number of Vacancies: 1
Plan/BU: GB062
Bid ID#: 34-123-16-71

Under general direction of the Dietary Manager II serves as first-line supervisor in the Dietary Department at the Illinois Veterans' Home-LaSalle. Acts as supervisor in the absence of the Dietary Manager II and assists in the planning and directs all phases of a comprehensive food service program, including food preparation, production, and serving all other food services.

LaSalle Veterans' Home
1015 O'Connor Ave.
LaSalle, IL
815-223-0303
Contact: Faith Ann Dirosa

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05/09/2016



Job Title: **Dietary Manager II**
Agency: Human Services
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Madison County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-77-210-00-01-88986-4190**

Under administrative direction of the Business Administrator, serves as the Dietary Manager for the Alton Mental Health Center; develops, directs, coordinates, monitors and evaluates the daily operations of the Dietary Department. Develops & implements agency & hospital policies & procedures. Reviews and analyzes a variety of reports; serves on a variety of committees. Serves as the Clinical Dietitian for the facility.

Paula Brooks, Business Administrator
Alton Mental Health Center
4500 College Avenue
Alton, IL 62002

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05/09/2016



Job Title: **Disability Appeals Officer**
Agency: Human Services
Closing Date/Time: Wed. 05/18/16 4:30 PM Central Time
Salary: \$5,441.00 - \$8,318.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **BDDS96024**

Under general direction, conducts face-to-face evidentiary hearings with disability beneficiaries under Title II and Title XVI of the Social Security Act who are appealing determinations ending benefits. Assesses residual functional capacity; renders final disability decisions based upon presented evidence.

Please submit CMS-100 (revised 10/2014) Application and Bid Form to:
Mindi Tuxhorn
100 North 1st Street, Springfield, Illinois 62794
Fax: (217) 558-5076

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05/09/2016



Job Title: **Disability Claims Adjudicator II**
Agency: Human Services
Closing Date/Time: Wed. 05/11/16 4:30 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **BDDS96032**

Under direction, develops and adjudicates disability cases under the provisions of Title II and Title XVI of the Social Security Act. Conducts reconsiderations, beneficiary reviews (Continuing Disability Reviews), reconsideration of cessations (pre-hearings) and other complex cases referred by the SSA field offices, Administrative Law Judges, Office of Disability.

Please submit CMS-100 (revised 10/2014) Application and Bid Form to:
Mindi Tuxhorn
100 North 1st Street, Springfield, Illinois 62794
Fax: (217) 558-5076

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05/09/2016



Job Title: **Disability Claims Analyst**
Agency: Human Services
Closing Date/Time: Wed. 05/11/16 4:30 PM Central Time
Salary: \$5,146.00 - \$7,849.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **BDDS96051**

Under general direction of the Administrator of the Technical Services Division, performs a wide range of highly responsible and confidential activities including the analytical reviews and study of claims assuring compliance under the provisions of the Social Security Act and Federal Regulations.

Please submit CMS-100 (revised 10/2014) Application and Bid Form to:
Mindi Tuxhorn
100 North 1st Street, Springfield, Illinois 62794
Fax: (217) 558-5076

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05/09/2016



Job Title: Educator - Opt B
Agency: Juvenile Justice
Closing Date/Time: Fri. 05/13/16 4:00 PM Central Time
Salary: \$4,311.00 - \$7,969.00 monthly
Job Type: Full-Time
Location: Saline County, Illinois
Number of Vacancies: 1
Plan/BU: RC063
Bid ID#: IDJJ27-10-16-2705

Under the general supervision of the Educational Facility Administrator (PSA), instructs students in the assigned secondary curriculum **(SOCIAL STUDIES AND/OR SCIENCE)** area using developmental teaching methods and techniques consistent with current teaching methodology; prepares and executes diagnostic test instruments geared to each student's abilities and needs

Location:

IYC Harrisburg
1201 W. Poplar, P.O. Box 300
Harrisburg, Illinois 62946

Contact:

Linda L. Butler (618) 252-8681 ext. 233

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05/09/2016



Job Title: Educator - Opt C
Agency: Juvenile Justice
Closing Date/Time: Continuous
Salary: \$4,311.00 - \$7,969.00 monthly
Job Type: Full-Time
Location: Saline County, Illinois
Number of Vacancies: 2
Plan/BU: RC063
Bid ID#: IDJJ-27-10-15-8682&8683

Under general supervision of the Principal (PSA), instructs a targeted group of students identified as Special Education eligible; provides individual and group instruction to youth identified as special education eligible; prepares curriculum and participates in institutional committees.

Work Hours: 8:00 a.m. to 4:00 p.m. Monday through Friday, Days Off Saturday and Sunday
Location/Agency: IDJJ/IYC Harrisburg, 1201 W. Poplar, P.O. Box 300, Harrisburg, Illinois 62946
Contact: Linda L. Butler, Human Resource Representative, IDJJ IYC Harrisburg, 1201 W. Poplar, P.O. Box 300, Harrisburg, Illinois 62946, (618) 252-8681 ext. 233, FAX 618-252-6823

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05/09/2016



Job Title: **ELECTRICIAN (TEMPORARY) Prevailing Wage Rate**
Agency: Agriculture
Closing Date/Time: Fri. 05/13/16 5:00 PM Central Time
Job Type: Temporary
Location: Perry County, Illinois
Number of Vacancies: **4**
Plan/BU: **PR000**
Bid ID#: **11-11-IDOA 246**

Installs and maintains electrical systems which operate on alternating or direct current circuits and high voltage lines, generators, turbines and appliances through panels, switches, meters and circuit breakers; dresses and polishes commutators; seats and replaces brushes; rewinds and replaces coils and armatures; performs similar work in repairing and replacing parts
Submit IDOA 2016 Summer Employment Application or CMS-100 to:

IL Dept of Agriculture
DuQuion State Fairgrounds
655 Executive Drive
DuQuoin, IL 62832

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05/09/2016



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

Agency: Employment Security

Closing Date/Time: Fri. 05/13/16 5:00 PM Central Time

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

Job Type: Full-Time

Location: Saline County, Illinois

Number of Vacancies: 1

Plan/BU: RC062

Bid ID#: RCRA 11637

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.

WHERE TO APPLY:

IDES Recruitment & Selection
607 E Adams St. - 9th Floor
Springfield, IL 62701
Fax: (217) 524 -3472

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05/09/2016



Job Title: **Environmental Health Specialist I**
Agency: Public Health
Closing Date/Time: Mon. 05/09/16 5:00 PM Central Time
Salary: \$3,647.00 - \$5,342.00 monthly
Job Type: Full-Time
Location: DuPage County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **IDPH 87070**

Under immediate supervision, is responsible for performing elementary professional environmental investigations, collecting samples, investigating complaints and providing detailed technical reports for supervisory review and approval.

Agency Contact:

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

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05/09/2016



Job Title: **Executive I - Opt B1**
Agency: Natural Resources
Closing Date/Time: Fri. 05/13/16 5:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **12-91-4962**

Under direction, serves as a concession and leasing representative for the Illinois Department of Natural Resources within assigned geographical area; negotiates, drafts and prepares concession and leasing agreements; tracks agreements and payments; assists with collection and deposit activities, assists with procurement of services.

WHERE TO APPLY
Department of Natural Resources
Attn: Connie Waggoner
One Natural Resources Way
Springfield, IL 62702
Phone: 217-782-7940

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05/09/2016



Job Title: **Executive I - Opt D1**
Agency: Children & Family Services
Closing Date/Time: Wed. 05/11/16 5:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **1620013-205981**

Under administrative direction of the Technical Support Section Manager, serves as working supervisor of the Medical Support Unit; organizes, plans, controls, and evaluates the operations of the Agency's Medical Card Program; initiates electronic claims processing system created by Department of Healthcare and Family Services; recommends establishment or revision of operating procedures.

Contact:
Madonna Ryan-Palazzolo
406 E Monroe, Station 440
Springfield, IL 62701
217-524-4391
217-785-1765 (fax)
Email: Madonna.Ryan-Palazzolo@illinois.gov

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05/09/2016



Job Title: **Executive I - Opt H7**
Agency: Human Services
Closing Date/Time: Tue. 05/10/16 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: Sangamon County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-11-96070**

Under direction, as a function administrator, organizes, plans, executes, controls and evaluates the operations of the Illinois Department of Human Services Ethics Training Program under the State officials and Employees Ethics Act, 5 ILCS430 et seq. (the "Ethics Act"); consults with Agency liaisons and personnel in interpreting ethics rules, regulations and policies

Missy Mizera
Bureau of Employee Services
100 S. Grand Avenue East, 3rd Floor
Springfield, IL 62762
FAX: 217-524-2116
PHONE: 217-557-0347

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05/09/2016



Job Title: **Executive I - Opt K1**
Agency: Revenue
Closing Date/Time: Tue. 05/17/16 5:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **DOR 12129**

Under general direction, coordinates the maintenance of a database of approximately 6600 taxing districts for the purpose of allocating more than \$1 billion in personal property replacement tax; updates and maintains databases for the Personal Property Replacement Tax Allocation Program, Senior Citizens Real Estate Tax Deferral Program as well as the GenTax Integrated Tax System.

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

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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
 -

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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

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- Participants are required to complete a (paid) safety training prior to reporting to assigned work location.
- 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.

05/09/2016



10 REASONS TO CONSIDER JOINING THE ARMED FORCES

Whether you are considering the military out of a sense of Patriotism or duty, for action and adventure, or for a steady job in a depressed economy, there is something for everyone. Here are 10 reasons the military may be a good fit for you.



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1. Patriotism, defending our nation, and a sense of duty. Military service is a time-honored way to serve others first. Walter Reuther is quoted as saying, “There is no greater calling than to serve your fellow men. There is no greater contribution than to help the weak. There is no greater satisfaction than to have done it well.” (Source). This quote sums up what it means to serve. When you join the military, you learn the true meaning of service.

2. Jobs in a down economy. The US has experienced a difficult economy over the last few years, including high levels of unemployment, rising costs, and the outsourcing of many jobs. If you are looking for employment, consider the military, which continues to offer jobs for those who are qualified medically and academically, and who do not have an extensive criminal record.

3. Pay and benefits. A new second lieutenant starts at over \$36,000 a year plus full benefits, not including added monthly allowances of up to \$3,000, depending on where he or she is stationed. An enlisted person starts at around \$20,000 a year plus full benefits, not including added monthly allowances of up to \$1,500 depending on where he or she is stationed. Enlistment and re-enlistment bonuses can be over \$20,000. After serving only 3 years, some nuclear trained enlisted members in the Navy receive bonuses of \$90,000 for re-enlisting. Student loans can be relieved by up to \$65,000. The military is also one of the few places where you can get a full pension after serving 20 years or more. Military can reach 50-75% of the average of your final three years base salary. In some instances, you can receive more than 75% of your base pay in retirement.

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4. Full medical coverage for you and your family. Military members are immediately eligible for full health care benefits for themselves and their immediate family members as soon as they enter the service, and if you stay through until retirement, you and your family can take these benefits with you when you leave the military. These health benefits extend to immediate family (e.g. spouses and children, and sometimes dependent parents). You may also be eligible for temporary military healthcare benefits after you leave the service.

5. Skills and training. The military provides advanced technical training in a variety of career fields and also offers opportunities for additional training when you are off-duty. Many military members are able to attend college that is often paid for by tuition assistance. You can use your training opportunities to advance within your career field, earn certifications or degrees, or prepare yourself to transition back into civilian life.

6. Leadership opportunities. Military leadership is a great way to get your resume for your next career. If you were to hire someone, would you want to hire someone with proven skills and experience and a degree, or someone right out of high school/college? Give me the experienced professional any day of the week! (More tips for creating your post-military resume).

7. Travel opportunities and vacation time. The military has installations all around the world and pays for you and your family to get there and back. Your off duty time is yours and you are free to travel and see the world. The military gives you 30 days of paid leave per year, not including weekends and federal holidays, depending on your job.



Benefits after Leaving the Service

8. Education opportunities after you leave the military. The new GI Bill pays veterans who served at least 36 months a monthly living stipend and full tuition to pay for college, after they leave the military. Depending on how long the service member commits, this GI Bill can be transferred to spouses and children.

9. Buy a home with no money down with a VA Loan. The Veterans Affairs office offers veterans a way to purchase a home with no money down through the VA Loan. This makes it easier to purchase a home while you are serving, or after you have left the service.

10. A military retirement is worth millions. An officer with 20 years of service, who earns over \$100,000 per year, could retire with a pension of over \$48,000 per year for life in his or her 40's and start a second career. Imagine earning over \$4000 per month for the rest of one's life, starting at age 42. This equates to an accumulative pay of \$480,000, \$960,000, \$1.4 million in 10, 20, and 30 years, respectively, in addition to having full health care coverage and an income from a second job, if desired. (Oh, and those numbers don't account for annual cost of living adjustments which increase your monthly pension).