



State Representative La Shawn K. Ford

DAILY JOB LISTINGS



**4800 W Chicago Ave,
Chicago, IL 60651
TEL: 773-378-5902
FAX: 773-378-5903**

**Oak Park Office
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
FAX: 217-557-4502**

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

06/19/2017



Job Title: **Support Service Worker**
Agency: Human Services
Closing Date/Time: Thu. 06/22/17 5:00 PM Central Time
Salary: \$2,700.00 - \$3,641.00 monthly
Job Type: Full-Time
Location: Kankakee County, Illinois
Number of Vacancies: **5**
Plan/BU: **RC009**
Bid ID#: **10-75-101667 THROUGH 101671**

Under direct supervision, performs routine and repetitive unskilled manual tasks associated with support services at Shapiro Center. Performs duties in one or more of the support service functions such as dietary, laundry, housekeeping, exterior building/campus clean-up, and/or clothing service. Participates in meal preparation, care of clothing or cleaning

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

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

06/19/2017



Job Title: **Support Service Worker**
Agency: Human Services
Closing Date/Time: Thu. 06/22/17 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: **01**
Plan/BU: **RC009**
Bid ID#: **10-72-101431**

Under direct supervision of the Dietary Manager and guidance 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

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06/19/2017



Job Title: Licensed Practical Nurse II (Upward Mobility Target Title)
Agency: Veterans Affairs
Closing Date/Time: Sun. 06/25/17 4:00 PM Central Time
Salary: \$3,319.00 - \$4,720.00 monthly
Job Type: Full-Time
Location: Kankakee County, Illinois
Number of Vacancies: 1
Plan/BU: RC009
Bid ID#: 34-125-17-64

Under general supervision, independently performs a variety of skilled practical nursing functions for physically ill, mentally handicapped or geriatric patients, involving either minor supervisory, lead worker, or other than simple routine practical nursing functions. Prepares and applies special dressings and catheters

Contact:
Jeri Gulli
IL Veterans' Home
1 Veterans' Drive
Manteno, Illinois 60950
Phone: 815-468-6581 ext 328
Fax: 815-468-1596

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06/19/2017



Job Title: **Veterans Nursing Assistant - Certified - Upward Mobility Target Title**

Agency: Veterans Affairs

Closing Date/Time: Sun. 06/25/17 4:00 PM Central Time

Salary: \$2,951.00 - \$4,124.00 monthly

Job Type: Full-Time

Location: Kankakee County, Illinois

Number of Vacancies: **1**

Plan/BU: **RC009**

Bid ID#: **34-125-17-56**

Under general supervision, performs nursing assistance and personal care services for patients with physical and/or mental impairments who reside in homes operated by the Department of Veterans' Affairs; assistance typically includes physical care, activities of daily living, patient feeding, bathing, personal hygiene care, ambulation, transfer of residents, dressing needs; takes and records vital signs

Contact:
Human Resources
IL Veterans' Home
#1 Veterans' Drive
Manteno, Illinois 60950
Phone: 815/468-6581 ext 328
Fax: 815/468-1596

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06/19/2017



Job Title: **Blasting Specialist**
Agency: Natural Resources
Closing Date/Time: Mon. 06/26/17 5:00 PM Central Time
Salary: \$5,143.00 - \$7,846.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Plan/BU: **NR916**
Bid ID#: **12-72-5170**

Under administrative direction, conducts on a regional basis regulatory blasting and explosives programs in order to assure compliance with the Surface Coal Mining Land Conservation and Reclamation Act, the Surface Mined Land Conservation and Reclamation Act and the Illinois Explosives Act.

WHERE TO APPLY

Department of Natural Resources
Attn: Michael Falter
One Natural Resources Way
Springfield, IL 62702
Phone: 217-785-9019

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06/19/2017



Job Title: **Civil Engineer II**
Agency: Natural Resources
Closing Date/Time: Mon. 06/26/17 5:00 PM Central Time
Salary: \$4,845.00 - \$8,035.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **NR916**
Bid ID#: **12-64-410**

Under general supervision, performs moderately difficult professional civil engineering duties, reviews petitions and modifications to existing Lake Michigan water allocations and the collection of required annual and monthly water use data; prepares reports of water use and other reports

WHERE TO APPLY

Department of Natural Resources
Attn: Jim Casey
Office of Water Resources
160 N. LaSalle, Ste. 703
Chicago, IL 60601
Phone: 312-793-5947

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06/19/2017



Job Title: **Realty Specialist II - Negotiator**
Agency: Transportation
Closing Date/Time: Mon. 06/26/17 4:30 PM Central Time
Salary: \$4,105.00 - \$5,710.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **2**
Bid ID#: **IPR#41801**

This position is responsible for acquiring right-of-ways on multi-parcel projects for current transportation improvements and acquisition for future highway construction and other related improvements.

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 **Monday, June 26, 2017**, 4:30 p.m.

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06/19/2017



Job Title: **Technical Manager VI - Local Planning and Programming Manager**

Agency: Transportation

Closing Date/Time: Mon. 06/26/17 4:30 PM Central Time

Salary: \$6,535.00 - \$11,020.00 monthly

Job Type: Full-Time

Location: Sangamon County, Illinois

Number of Vacancies: **1**

Bid ID#: **IPR#41915**

This position is accountable for developing and maintaining the local public agency portion of the departmental Annual and Multi-Year Transportation Improvement Programs; allocating federal and associated state matching funds to local public agencies

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 **Monday, June 26, 2017, 4:30 p.m.**

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06/19/2017



Job Title: Health Facilities Surveyor III - Opt 1
Agency: Public Health
Closing Date/Time: Tue. 06/27/17 5:59 PM Central Time
Salary: \$4,873.00 - \$7,392.00 monthly
Job Type: Full-Time
Location: Williamson County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: IDPH 44-17-0358

Under general direction of the Regional Field Supervisor, independently or as a member of a professional team, travels to conduct surveys, investigations and monitoring visits of long-term care facilities and hospitals to determine compliance with State Licensure requirements and/or Federal Medicare/Medicaid certification regulations.

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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06/19/2017



Job Title: **Guardianship Representative**
Agency: Guardianship & Advocacy Commission
Closing Date/Time: Tue. 06/27/17 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**
Bid ID#: **17710-50-70-129-10-06**

Under general supervision, serves as representative from the Office of State Guardian (OSG), a division of the Guardianship and Advocacy Commission to adult individuals whose disabilities hinder day-to-day management of personal and financial affairs; visits, assesses and counsels wards at scheduled intervals and travels to conduct visits

Bobbie Fox, HR Director
Illinois Guardianship & Advocacy Commission
160 N. LaSalle Street, Room 500
Chicago, IL 60601
Fax # 312-793-4311

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06/19/2017



Job Title: **Research Scientist I - Opt 2A**
Agency: Corrections
Closing Date/Time: Tue. 06/20/17 4:00 PM Central Time
Salary: \$3,498.00 - \$5,294.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **2**
Plan/BU: **RC062**
Bid ID#: **IDOC29-01-17-0004**

Under general supervision of the Research Supervisor (Public Service Administrator), performs research activities including design, data collections, analysis, and evaluation; research implementation, validation, report writing and presentations; correctional impact analysis

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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06/19/2017



Job Title: Health Facilities Surveillance Nurse
Agency: Public Health
Closing Date/Time: Mon. 06/19/17 5:59 PM Central Time
Salary: \$5,293.00 - \$7,197.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: 1
Plan/BU: RC023
Bid ID#: IDPH 43-17-0346

Under direction, performs reviews of clinical care, medications, diet therapy and all other aspects of care and housing provided to residents in nursing homes. Conducts review of alleged complaint packages, survey documents and narrative reports to ensure that complaints have been adequately investigated addressing all complainant allegations.

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.HRApplcations@illinois.gov

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06/19/2017



Job Title: **Human Resources Associate - Opt 2**
Agency: Corrections
Closing Date/Time: Tue. 06/20/17 4:00 PM Central Time
Salary: \$3,371.00 - \$4,793.00 monthly
Job Type: Full-Time
Location: Perry County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC014**
Bid ID#: **IDOC29-62-17-0008**

Under general direction of the Human Resource Representative, performs highly sensitive, confidential and independent paraprofessional duties in the day-to-day operation of the Personnel Office; prepares and submits personnel transactions and documents; answers questions; compiles information and data for statistical monthly reports

Agency Contact:

Public Safety Shared Services
Lisa Devert- HR Specialist
1301 Concordia Ct.
Springfield, IL 62702
Email: lisa.devert@doc.illinois.gov
Phone: 217-557-6010 Ext. 4477

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

06/19/2017



Job Title: **Child Welfare Specialist (Upward Mobility Target Title)**
Agency: Children & Family Services
Closing Date/Time: Mon. 06/19/17 5:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: McLean County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC063**
Bid ID#: **1713034-136834**

Under general supervision of the Foster Home Licensing Supervisor, performs a variety of foster care licensing related tasks in accordance with Department rules and procedures; supports, assesses, prepares, and monitors to ensure that foster and adoptive families and their home environment meet required licensing standards

Contact:
Zack Booher
10 Collinsville Ave, Room 301
East St. Louis, IL 62201
618-583-2193
618-583-2059 (fax)

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06/19/2017



Job Title: **Methods & Procedures Advisor I**
Agency: Corrections
Closing Date/Time: Tue. 06/20/17 4:00 PM Central Time
Salary: \$3,647.00 - \$5,580.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **2**
Plan/BU: **RC062**
Bid ID#: **IDOC29-17-01-0005**

Under general supervision of the Methods and Procedures Advisor III performs technical, research and advisory functions relative to assisting in the development, analysis, evaluation, approval and implementation of new and revised rules and directives.

Location/ Agency Contact:

Public Safety Shared Services
Lisa Devert- HR Specialist
1301 Concordia Ct.
Springfield, IL 62702
Email: lisa.devert@doc.illinois.gov
Phone: 217-557-6010 Ext. 4477

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06/19/2017



Job Title: **Stationary Engineer**
Agency: Human Services
Closing Date/Time: Tue. 06/20/17 4:00 PM Central Time
Salary: \$46.87 - \$46.87 hourly
Job Type: Full-Time
Location: Morgan County, Illinois
Number of Vacancies: **1**
Plan/BU: **PR000**
Bid ID#: **DRS-ISD-7-101153**

Under direct supervision, performs preventive maintenance and repairs on powerhouse equipment in the Power Plant.

AGENCY CONTACT

To apply: Fax, mail or email a **completed and signed** CMS-100 Employment Application (rev. 10/2014) to:

IL School for the Deaf
Personnel Office
125 Webster Ave.
Jacksonville, IL 62650
FAX: 217-479-4294
PH: 217-479-4224
EMAIL: angela.leavell@illinois.gov

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06/19/2017



Job Title: **Storage Tank Safety Specialist**
Agency: State Fire Marshal
Closing Date/Time: Tue. 06/20/17 4:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Vermilion County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **50-50-SFM17-015**

Under direction of the Statewide Administrator for the Division of Petroleum and Chemical Safety, performs professional investigations, inspections, surveillances and mitigations and all aspects of storage for petroleum related products and hazardous materials.

Agency Contact:
Robert Huck
Public Safety Shared Services Center
1301 Concordia Ct.
Springfield, IL 62702
217-557-6010 ext. 4217

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06/19/2017



Job Title: Insurance Performance Examiner I - Opt 2
Agency: Insurance
Closing Date/Time: Tue. 06/20/17 4:00 PM Central Time
Salary: \$3,647.00 - \$5,342.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: 4
Plan/BU: RC062
Bid ID#: DOI 15819

Under general supervision, examines and reviews insurance company rates and rating procedures used by life, accident and health insurance companies to evaluate a company's extent of compliance with the Illinois Insurance Code and all related insurance laws, rules and regulations by reviewing claim files to determine the company's performance at the time an insured incurs a loss

Agency Contact:
Department of Insurance
Attn: Human Resources
320 West Washington Street, 4th floor
Springfield, IL 62767
Fax: 217/558-2777

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06/19/2017



Job Title: **Public Aid Eligibility Assistant - Opt SS**
Agency: Human Services
Closing Date/Time: Tue. 06/20/17 5:00 PM Central Time
Salary: \$2,935.00 - \$4,065.00 monthly
\$35,220.00 - \$48,780.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC028**
Bid ID#: **10-91-101533**

Under direct supervision, performs routine casework support functions by screening and registering applications, sorting of incoming documents, maintaining office supplies and forms, providing office receptionist functions for support staff. Communicates in Spanish to those individuals who do not read or speak English.

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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06/19/2017



Job Title: Revenue Collection Officer Trainee
Agency: Revenue
Closing Date/Time: Fri. 06/23/17 5:00 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#: DOR 15644

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 Collection Officer I

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

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06/19/2017



Job Title: **Human Resources Representative**
Agency: Corrections
Closing Date/Time: Fri. 06/23/17 4:00 PM Central Time
Salary: \$4,159.00 - \$6,500.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **2**
Plan/BU: **RC062**
Bid ID#: **IDOC29-40-17-0013**

Under direction of the Transaction Supervisor (Public Service Administrator), serves as a human resources generalist; performs difficult personnel functions preparing and processing personnel transactions and varied administrative activities with a specific focus on assigned facilities and divisions within the Department of Corrections (DOC) and Juvenile Justice (DJJ)

Location/Agency Contact:

IDOC/ Public Safety Shared Service Center
Lisa Devert- HR Specialist
1301 Concordia Ct
Springfield, IL 62702
Phone: 217-557-6010 x4477
lisa.devert@doc.illinois.gov

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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.**

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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



- 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.

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drive, the more you can earn. It's simple and perfect for those looking for seasonal, work from home, entry level, temporary, or any type of part time opportunities. And now, with Instant Pay, you can drive and instantly transfer your earnings to your bank account. There's no minimum on the amount you can withdraw, and you can cash out up to 5 times a day!

WHAT YOU NEED TO KNOW:

- **Earn Great Money:** The more you drive, the more you earn.
- **Flexible Schedule:** Make your own schedule as a contractor – any time day or night.
- **Getting Started is Easy:** Signing up is quick & easy – no experience required!
 - **Get Paid Weekly:** Get checks deposited into your bank account weekly.
 - You're at least 21 years' old
 - You have a 4-door vehicle
 - You have a driver's license and insurance
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SIGN UP TO DRIVE: QUESTIONS? CALL 888-653-1610

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