



State Representative La Shawn K. Ford

DAILY JOB LISTINGS

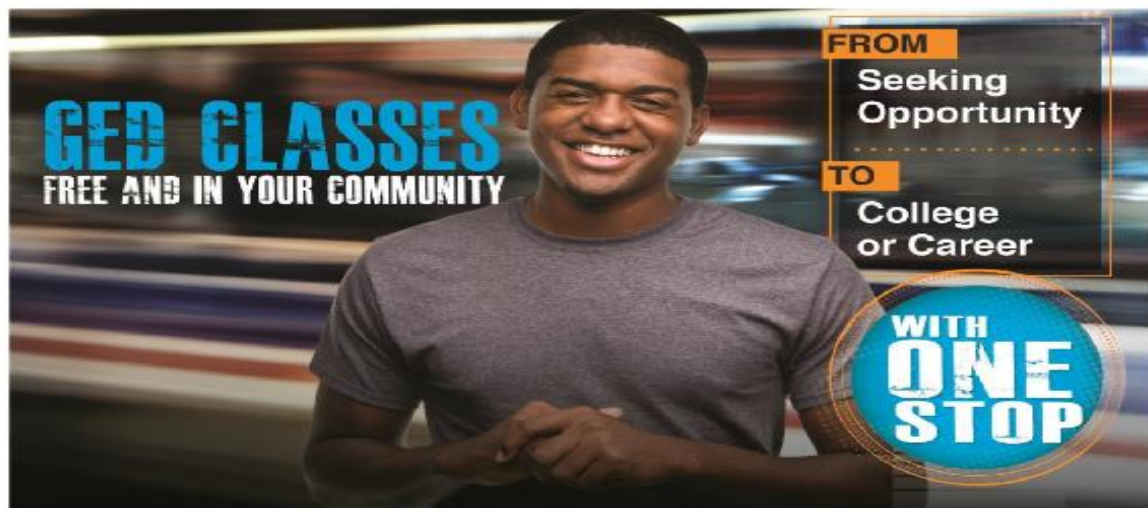


**4800 W Chicago Ave,
Chicago, IL 60651
TEL: 773-378-5902
FAX: 773-378-5903**

**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



Testing & Registration Information:

Testing and registration is required to attend all Adult Education classes. Applicants 18 years or older are welcome to test and register using one of the following forms of identification and residency verification: (students ages 16 or 17 must also submit a release letter from the last school attended prior to testing and registration)

- ◊ Valid State of Illinois ID;
- ◊ Valid Driver's License; or
- ◊ Matricula Consular ID

If the ID is not current, you will also need to show one of the following:

- ◊ Current Voter's Registration Card;
- ◊ Current Public Aid Card;
- ◊ Current Medical Card; or

Living Word Christian Center
6266 W. North Avenue
773-622-5701

Testing & Registration

Monday, August 8th @ 6:00 pm
Monday, August 15th @ 6:00 pm

Classes Begin: Monday, August 22nd

Mondays & Wednesdays
6:00 pm to 9:00 pm

ATTENDANCE POLICY

Students who are absent the first three days of the session will be dropped (NSW).

Students who are absent for five consecutive days at any time during the session will be administratively withdrawn (ADW) on the sixth day.

Orientation will be conducted during the first two days of class. Your attendance is mandatory.

Questions: Don't hesitate to contact Malcolm X College Adult Education Department at (312) 850-7300

CCC.EDU | 773-COLLEGE
EDUCATION THAT WORKS - WITHOUT ALL OF THE DEBT

**CITY COLLEGES
OF CHICAGO**

4800 W. CHICAGO AVENUE, CHICAGO, ILLINOIS 60651 773.378.5902 FAX 773.378.5903
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08/08/2016



Choice
CAREER FAIRS



**CHICAGO
CAREER FAIR**

Thursday, August 11, 2016
11:00 AM to 2:00 PM

The Congress Plaza Hotel
520 South Michigan Ave
Chicago, IL 60605

Meet with hiring managers from some of the best companies in Chicago.

For more information and to register, visit
www.choicecareerfairs.com

What to bring...
Bring plenty of resumes, as you'll be giving them directly to hiring managers at each company. If you have a multi-page resume, make sure your name and contact information are on each page. Be organized and bring supplies you might need i.e. pens, paper, business cards, etc.

How long should you spend at the job fair...
You can spend as little or as long as you want at the show. Plan to spend one hour at the event. You should be able to speak with at least ten company representatives or more in this time.

What do I do at the job fair?
Walk up to each company, introduce yourself, shake their hand, give them a resume and ask what positions they are looking for.

www.choicecareerfairs.com/e/chicago-career-fair-august-11-2016

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08/08/2016



Chicago Career Fair

Thursday, September 22, 2016

11:00 AM to 2:00 PM

Holiday Inn Rolling Meadows/Schaumburg
3405 Algonquin Road
Rolling Meadows, IL 60008

Thursday, October 20, 2016

11:00 AM to 2:00 PM

Holiday Inn Chicago/Oak Brook
17 W 350 22nd St
Oakbrook Terrace, IL 60181

What to bring... Bring plenty of resumes, as you'll be giving them directly to hiring managers at each company. If you have a multi-page resume, make sure your name and contact information are on each page. Be organized and bring supplies you might need i.e. pens, paper, business cards, etc. How long should you spend at the job fair... You can spend as little or as long as you want at the show. Plan to spend one hour at the event. You should be able to speak with at least ten company representatives or more in this time. What do I do at the job fair? Walk up to each company, introduce yourself, shake their hand, give them a resume and ask what positions they are looking for

For more information and to register, visit www.choicecareerfairs.com

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08/08/2016



Jane Addams Resource Corporation (JARC) Careers in Manufacturing Programs - Chicago

Date/Time:

Wednesday, August 10, 2016
9:00 AM - 11:00 AM

Location:

JARC, 4432 N. Ravenswood Ave., Chicago, IL 60440

On-Site Recruitment UPS - Arlington Heights

Date/Time:

Wednesday, August 10, 2016
10:00 AM - 12:00 PM

Location:

Arlington Heights - Unemployment / Job Center, 723 W Algonquin Rd., Arlington Heights, IL, 60005

For More Information, Contact IDES: (877) 342-7533

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Disaster Survivor Assistance Specialist

FEDERAL EMERGENCY MANAGEMENT AGENCY

[Agency Contact Information](#)

- MANY vacancies - Location Negotiable After Selection, United States

EMERGENCY ASSIGNMENT: Every FEMA employee has regular and recurring emergency management responsibilities, though not every position requires routine deployment to disaster sites. All positions are subject to recall around the clock for emergency management operations

Duties

As a **Disaster Survivor Assistance (DSA) Specialist** in FEMA's Reservist Program, you will work in the field to:

- Perform visual assessments of the current disaster situation and provide feedback regarding potential issues or needs of disaster survivors.
- Communicate directly with disaster survivors in the field to discuss case status and provide clarification with the assistance process, disaster assistance programs, and the current status of their case.

Emilie Gosnell

Phone: 540-686-3070

Email: Emilie.Gosnell@fema.dhs.gov

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Front Desk Associate

COMMANDER, NAVY INSTALLATIONS

[Agency Contact Information](#)

- 1 vacancy - Great Lakes, IL
 - **Duties**
 - Ensures security of all guests is maintained at all times. Ensures guest privacy is maintained at all times. Must possess a welcoming manner and positive attitude; demonstrate effective communication skills; professionally interact with guests; answering guest questions concerning hotel facilities; and provide information about local attractions. Provide assistance in handling customer complaints, involving management as necessary.
 - *Contact*
 - Commander, Navy Region Mid-Atlantic
 - Phone: [847-688-2110](tel:847-688-2110)



Lead Program Specialist

PUBLIC BUILDINGS SERVICE

Agency Contact Information

FEW vacancies in the following location:

- Chicago, IL
Duties

The selected candidate will serve as an internal consultant to PBS managers and employees, with responsibility for providing technical expertise, advice and guidance on building operations functions that relate to Energy and Sustainability. Examples of duties include:

- Serving as a regional point of contact for Energy & Sustainability programs and related issues; providing information and direction on best practices and industry standard
- *Contact*
- Theresa Gibbs
Phone: [312-353-8177](tel:312-353-8177)
- TDD: 800-877-8339
- Email: theresa.gibbs@gsa.gov



Sales Clerk

COMMANDER, NAVY INSTALLATIONS

[Agency Contact Information](#)

- 2 vacancies - Great Lakes, IL
 - Duties
 - Performs a full range of services such as: assisting customers, taking special orders, providing layaway services, following up on delinquent payments, making refunds or adjustments, resolving routine complaints, and any other customer service related duties or transactions.
 - *Contact*
 - Commander, Navy Region Mid-Atlantic
Phone: [847-688-2110](tel:847-688-2110)



SUPERVISORY NATURAL RESOURCE MANAGER

FOREST SERVICE

[Agency Contact Information](#)

- 1 vacancy - Wilmington, IL
 - Duties
 - Informs and justifies to the Prairie Supervisor the implementation and execution of the Prairie Plan for assigned programs. Recommends amendments as necessary. Oversees study projects to develop guidelines, standards, and procedures for analyzing public needs, demands, and resource capabilities.
 - Promotes ecosystem management ensuring long-term productivity and ecologically sustainable goals are implemented, maintained, and achieved. Maintains awareness of new technological developments in prairie and natural resource management.
 - *Contact*
 - HRM Contact Center
 - Phone: [877-372-7348, option 2](tel:877-372-7348)
 - TDD: 800-877-8339
 - Email: fsjobs@fs.fed.us



IT Specialist

FOOD AND DRUG ADMINISTRATION

Agency Contact Information

Many vacancies in the following location:

- Location Negotiable After Selection, United States
 - Duties
 - Perform routine functions, such as software backup, file restoration, software installation, hardware setup, reimages and configures new laptops for customs to include copying their files, settings, emails, and network and printer connections.
 - Responsible for the daily adherence to the IT security Program including the proper safeguard of sensitive data.
 - *Contact*
 - FDA Helpdesk
 - Phone: [\(888\)478-4340](tel:(888)478-4340)
 - Email: QUICKQUESTIONS@FDA.GOV



Teacher (Special Education Teacher)

JUSTICE, BUREAU OF PRISONS/FEDERAL PRISON SYSTEM

Agency Contact Information

- 1 vacancy - Thomson, IL
 - Duties
 - This position is located in the Education Department of a Federal Bureau of Prisons (BOP) correctional facility. The incumbent is responsible for planning, developing, implementing, and instructing such programs as remedial reading, math, language arts, as well other cognitive strategy programs to meet the education requirements of special learning needs inmates.
 - *Contact*
 - CSU
 - Phone: [972-352-4200](tel:972-352-4200)
 - Email: GRA-HRM/ConsolidatedStaffingUnit@bop.gov



Utility Systems Repairer-Operator Supervisor (Utility Systems Repairer-Operator Foreman)

JUSTICE, BUREAU OF PRISONS/FEDERAL PRISON SYSTEM

[Agency Contact Information](#)

- 1 vacancy - Pekin, IL
 - Duties
 - The incumbent supervises and trains the inmate workers involved in repairing and operating utility systems such as air conditioning, heating, water supply, sewage and electricity generation/distribution. This position serves under the immediate supervision of the General Foreman.
 - *Contact*
 - CSU
 - Phone: [972-352-4200](tel:972-352-4200)
 - Email: GRA-HRM/ConsolidatedStaffingUnit@bop.gov



Test Administrator

U.S. MILITARY ENTRANCE PROCESSING COMMAND

Agency Contact Information

1 vacancy in the following location:

- Joliet, IL

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community; student; social). You will receive credit for all qualifying experience, including volunteer experience.

Duties

The duties of this position include:

- Administer written and computerized tests in the local commuting area (up to a 100 miles radius when necessary).
- Use personal vehicle to transport test materials.
- Maintain security and inventory of test materials.
- *Contact*
- Central Resume Processing Center
- Email: USARMY.APG.CHRA-NE.MBX.APPLICANTHELP@MAIL.MIL

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Recreation Aide (Lifeguard)

COMMANDER, NAVY INSTALLATIONS

[Agency Contact Information](#)

- 4 vacancies - Great Lakes, IL

Duties

This position is located in the Aquatics Branch, Sports & Fitness Division, Morale, Welfare and Recreation Department, Naval Station Great Lakes, IL. Monitor activities in the swimming pool and beach areas to prevent accidents, promote safe swimming practices, and ensure the security and well-being of all persons participating in activities in the water and immediate area.

Contact

Commander, Navy Region Mid-Atlantic

Phone: [847-688-2110](tel:847-688-2110)



Facility Operations Specialist

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

[Agency Contact Information](#)

1 vacancy in the following location:

- Chicago, IL

Duties

- Exercises full responsibility and authority for the day-to-day and projected long-term operational requirements for all heating, air conditioning, ventilation, elevator, electrical, security, plumbing systems, water filtration and plumbing,

Contact

Sharon Woelfel

Phone: [\(314\)801-0876](tel:(314)801-0876)

Email: SHARON.WOELFEL@NARA.GOV



Realty Specialist

PUBLIC BUILDINGS SERVICE

Agency Contact Information

Few vacancies in the following location:

- Chicago, IL

Duties

This position will serve as a senior realty specialist within the Real Estate Division. In this capacity, performs a broad range of acquisition, assignment and utilization work, with recurring responsibility for the most complex, extensive, highly-visible and/or sensitive realty transactions performed in the region.

Examples of typical duties:

- Acquires and manages space and conducts/manages necessary interactions with real estate industry professionals to develop, oversee and/or execute complex realty projects

Contact

Theresa Gibbs

Phone: [312-353-8177](tel:312-353-8177)

Email: theresa.gibbs@gsa.gov

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Registered Nurse (Community Living Center)

VETERANS AFFAIRS, VETERANS HEALTH ADMINISTRATION

Agency Contact Information

2 vacancies in the following location:

- North Chicago, IL

Duties

The Community Living Center (CLC) Registered Nurse (RN) executes position responsibilities that demonstrate leadership, experience, and creative approaches to management of the long term care resident. The RN functional role includes organizing and coordinating the clinical components in response to individual healthcare needs along the illness and care continuum while a resident within the Community Living Center.

Contact

Kea Massey

Phone: [\(224\)610-3263](tel:2246103263)

Email: KEA.MASSEY@VA.GOV



Civil Engineer (Cost)

U.S. ARMY CORPS OF ENGINEERS

Agency Contact Information

1 vacancy in the following location:

- Chicago, IL

About the Position:

This position is located within the US Army Corps of Engineers, Chicago District, Technical Services Division, Design Branch.

This position is being filled through the Recent Graduate program. To be eligible for conversion to a permanent or term position, Recent Graduates must:

- Successfully completed at least 1-year of continuous service in addition to all requirements of the Program.

Contact

Christian L. Garner

Phone: (502)315-7410

Email: CHRISTIAN.GARNER@USACE.ARMY.MIL



Program Assistant (OA), GS - 0344 - 7/8 (Open to All U.S. Citizens) MB

FEDERAL MOTOR CARRIER SAFETY ADMINISTRATION

Agency Contact Information

1 vacancy in the following location:

- Matteson, IL

Duties

As a **Program Assistant (OA)**, you will:

- Plan, coordinate and implement a variety of actions and efforts in support of the development and implementation of assigned programs. Perform administrative and analytical support tasks. Research, compile, review and evaluate data from assigned programs. Analyze data to identify trends and milestones slippages.

Contact

Automated Staffing Office

Phone: 202-366-1298

Email: TRANSJOBS@dot.gov

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Agricultural Commodity Grader (Poultry)

AGRICULTURAL MARKETING SERVICE

[Agency Contact Information](#)

1 vacancy - Germantown, IL

Duties

The duties may include, but are not limited to:

- Appointee acts as officially designated contact and maintains relations with plant management and employees explaining decisions, obtaining corrections in sanitation, processing, or storage conditions; explaining grading program activities; and coordinating the grading/inspection activities with plant activities.
- May examine product to determine conformance with approved contract specifications, such as; grade, weight, packaging and packing, and quantity for various types of contracts. Prepares and issues certificates as required.

Contact

Human Resources

Phone: 612-336-3594

Email: Kyle.S.Turner@aphis.usda.gov

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Underwriter

ASSISTANT SECRETARY FOR HOUSING-FEDERAL HOUSING COMMISSIONER

Agency Contact Information

1 vacancy in the following location:

- Chicago, IL

Duties

The following are the duties of this position at the **GS-11**. If you are selected at a lower grade level, you will have the opportunity to learn to perform all these duties, and will receive training to help you grow in this position.

- Assumes responsibility for each assigned project's overall application, processing, construction, closing, management control, coordination and execution in accordance with HUD's published guidelines and guidance.

Contact

Applicant Call Center

Phone: 304-480-7300

TDD: 304-480-8725

Email: hudinquiries@fiscal.treasury.gov

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Social Worker (PACT)

VETERANS AFFAIRS, VETERANS HEALTH ADMINISTRATION

Agency Contact Information

1 vacancy in the following location:

- Quincy, IL

Duties

The Patient Aligned Care Team (PACT) is a comprehensive team which delivers primary care to Veteran patients in a longitudinal rather than episodic fashion and which has as its focus: prevention; health promotion, coordination and chronic disease management.

Contact

Lexi Cheney

Phone: [\(319\)338-0581x6723](tel:(319)338-0581x6723)

Email: LEXI.CHENEY@VA.GOV



Student Trainee (Lock and Dam Operator)

U.S. ARMY CORPS OF ENGINEERS

Agency Contact Information

1 vacancy in the following location:

- Fulton, IL

Duties

As a Student Trainee (Lock and Dam Operator) for the U.S. Department of Army Corps of Engineers under the Pathways Internship Program, you will:

- Work at a navigation facility within the Corps of Engineers Inland Marine Transportation System (IMTS) as part of a work-study program structured specifically for students in technical, vocational, or trade schools and is designed to provide exposure to essentially all aspects of work performed at the facility.

Contact

Central Resume Processing Center

Email: USARMY.APG.CHRA-NE.MBX.APPLICANTHELP@MAIL.MIL



Recreation Specialist (CFL Outreach)

COMMANDER, NAVY INSTALLATIONS

[Agency Contact Information](#)

- 1 vacancy - Great Lakes, IL

Duties

This position is located in the Fitness & Sports Division, Naval Station Great Lakes. The purpose of this position is to serve as a Recreation Specialist with emphasis on Command Fitness opportunities, Fitness Enhancement Program (FEP), personal training, and group fitness. Incumbent provides fitness training, programming and education to groups ranging in size and on an individual basis at the installation.

Contact

Commander, Navy Region Mid-Atlantic

Phone: [847-688-2110](tel:847-688-2110)



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.

08/08/2016



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.

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

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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

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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).