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

10/19/2017

Job Title:	Executive I - Opt M1
Agency:	Corrections
Closing Date/Time:	Wed. 10/25/17 4:00 PM Central Time
Salary:	$4,571.00 - $6,967.00 monthly
Job Type:	Full-Time
Location:	Randolph County, Illinois
Number of Vacancies:	1
Plan/BU:	RC062
Bid ID#:	IDOC 29-83-18-2555

Under direction of the Warden (SPSA), administers the Early Case Intervention Program for the facility; conducts interviews and investigations; makes preliminary examinations of lawsuits; researches and prepares memoranda of legal references; prepares legal briefs and motions. Position No. 13851-29-83-000-05-01

CONTACT: Koley Scott, Human Resources Representative
Public Safety Shared Services Center
P. O. Box 19293
Springfield, IL 62794
217-557-6010 x 4522

10/19/2017

Job Title:	Educator - Opt C
Agency:	Juvenile Justice
Closing Date/Time:	Wed. 10/25/17 4:00 PM Central Time
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#:	IDJJ27-10-17-3158 &3159

Under the 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 a.m.. to 4:00 p.m.. Monday through Friday, Days off Saturday and Sunday.
Location/Agency: IDJJ IYC Harrisburg (Education Department), 1201 W. Poplar, Harrisburg, IL 62946.
Contact: Linda L. Butler, Human Resource Representative, IDJJ IYC Harrisburg, 1201 W. Poplar, Harrisburg, IL 62946 (618) 252-8681 ext. 233.

10/19/2017

Job Title:	Social Worker III
Agency:	Juvenile Justice
Closing Date/Time:	Wed. 10/25/17 4:00 PM Central Time
Salary:	$5,092.00 - $7,729.00 monthly
Job Type:	Full-Time
Location:	Saline County, Illinois
Number of Vacancies:	1
Plan/BU:	RC063
Bid ID#:	IDJJ27-20-17-0022

Under the direction of the Public Service Administrator, provides professional treatment and casework services to assigned case load youth, including assessment of youth, treatment needs; supervises individual and group therapy, crisis intervention and program guidance support services; provides guidance, directional and training to subordinate staff assigned to treatment unit and serves as lead worker to contractual mental health staff.

Work Hours: Tuesday 12:00 noon to 8:00 p.m and Wednesday to Saturday 8:00 a.m. to 4:00 p.m., Days off Sunday and Monday.
Location/Agency: IDJJ, IYC Harrisburg, 1201 W. Poplar, Harrisburg, Illinois 62946
Contact: Linda L. Butler, Human Resource Representative, IYC Harrisburg, 1201 W. Poplar, Harrisburg, IL 62946, (618) 252-8681 ext. 233

10/19/2017

Job Title:	Clinical Services Supervisor
Agency:	Corrections
Closing Date/Time:	Wed. 10/25/17 4:00 PM Central Time
Salary:	$7,051.00 - $9,984.00 monthly
Job Type:	Full-Time
Location:	Randolph County, Illinois
Number of Vacancies:	1
Plan/BU:	VR704
Bid ID#:	IDOC 29-83-18-1217

Under administrative direction of the Assistant Warden of Programs, Senior Public Service Administrator, plans, coordinates and directs the Clinical Services Program for Menard Correctional Center; implements and establishes correctional guidance and counseling treatment policies and procedures for the institution.

CONTACT: Koley Scott, Human Resources Representative
Public Safety Shared Services Center
P. O. Box 19293
Springfield, IL 62794
217-557-6010 x 4522

10/19/2017

Job Title:	Correctional Sergeant - DIXON CC
Agency:	Corrections
Closing Date/Time:	Wed. 10/25/17 4:00 PM Central Time
Salary:	$4,161.00 - $6,139.00 monthly
Job Type:	Full-Time
Location:	Lee County, Illinois
Number of Vacancies:	2
Plan/BU:	RC006
Bid ID#:	IDOC29-93-17-0635

Under supervision of the Correctional Lieutenant, directly responsible for housing units/building(s) on an assigned shift; serves as a lead worker; assists in the orientation of new officers and on-going officer in-service training; enforces and maintains disciplinary, safety, sanitary, security and custodial measures.

AGENCY CONTACT:
Kathy Newstrand or Joyce Rogers
Dixon Correctional Center
2600 N. Brinton Avenue
Dixon, IL 61021
(815) 288-5561 Ext. 2106 or 2108

10/19/2017

Job Title:	Public Service Administrator - Opt 2
Agency:	State Retirement Systems
Closing Date/Time:	Wed. 10/25/17 4:30 PM Central Time
Salary:	$3,116.00 - $9,765.00 monthly
Job Type:	Full-Time
Location:	Sangamon County, Illinois
Number of Vacancies:	1
Plan/BU:	BBR
Bid ID#:	50-74 7-0035

Under general direction of the Claims Division Manager, supervises the operation of the Pension and Death Benefit Section; evaluating it's employees, providing guidance and assuring policy and procedures are followed; has responsibility for managing staff involved in the calculation, auditing, processing and adjusting of all claims for pension and death benefits from the State Employees' Retirement System.

Phone - 217-785-7017
Fax - 217-557-3943
Email - Kelley.Gray@SRS.Illinois.gov

10/19/2017

Job Title:	Human Resources Representative
Agency:	Human Services
Closing Date/Time:	Wed. 10/25/17 5:00 PM Central Time
Salary:	$4,159.00 - $6,218.00 monthly $49,908.00 - $74,616.00 annually
Job Type:	Full-Time
Location:	Sangamon County, Illinois
Number of Vacancies:	1
Plan/BU:	RC062
Bid ID#:	10-11-103208

Under direction, assists with the integration of recruitment and selection activities and projects; establishes and maintains effective working relationships and public relations with private and public organizations in order to recruit and interview potential candidates for the Department. Serves as Rutan-certified interviewer. Travels in the performance of duties.

Contact Info:
Bureau of Employee Services
Michelle Julian
100 South Grand Ave East, 3rd floor
Springfield, IL 62762
217-557-0347
FAX: 217-524-2116

10/19/2017

Job Title:	Manuscripts Manager
Agency:	Abraham Lincoln Presidential Library and Museum
Closing Date/Time:	Wed. 10/25/17 5:00 PM Central Time
Salary:	$3,435.00 - $6,667.00 monthly
Job Type:	Full-Time
Location:	Sangamon County, Illinois
Number of Vacancies:	1
Plan/BU:	RC063
Bid ID#:	ALP17005

Under administrative direction of the Abraham Lincoln Presidential Library's (ALPL) Library Services Special Collections Section Manager, manages the Special Collections Manuscripts Unit; serves as a working supervisor to professional staff in the assignment of duties; prepares a variety of reports related to the program; directs the library Manuscript Microfilming program; coordinates receipt and processing of manuscript collections; prepares weekly report of activities.

Agency Contact:
ALPLM - HR Director Melissa Schaefer
212 N. 6th St.
Springfield, IL 62701
217-557-5875
ALPLM.HR@illinois.gov

10/19/2017

Job Title:	Social Service Program Planner III
Agency:	Human Services
Closing Date/Time:	Wed. 10/25/17 5:00 PM Central Time
Salary:	$4,873.00 - $7,392.00 monthly $58,476.00 - $88,704.00 annually
Job Type:	Full-Time
Location:	Cook County, Illinois
Number of Vacancies:	1
Plan/BU:	RC062
Bid ID#:	10-99-103093

Under general direction of the Public Service Administrator, Bureau of Community Support Services, performs the more complex technical tasks related to Division funded grant programs in Region 1, including input into program design planning, in-depth review and analysis of program outcomes, in coordination with contracted providers, DHS staff, including Bureau/Program team members. Provides the more complex input into Bureau service delivery systems. Travels in the performance of duties.

Contact Info:
Bureau of Employee Services
Amy Cook
100 South Grand Ave East, 3rd floor
Springfield, IL 62762
217-557-0347
FAX: 217-524-2116

10/19/2017

Job Title:	Office Associate - Opt 2
Agency:	Corrections
Closing Date/Time:	Fri. 10/27/17 4:00 PM Central Time
Salary:	$3,051.00 - $4,314.00 monthly
Job Type:	Full-Time
Location:	Livingston County, Illinois
Number of Vacancies:	1
Plan/BU:	RC014
Bid ID#:	IDOC29-85-17-0290

Under direction of the Office Administrator III, performs a variety of complex specialized clerical duties requiring the use of personal computers and other office equipment. Serves as designated lead worker. Assigns and reviews work. Maintains the Automated Roster Management System (ARMS) for Maximum Security Staff. Types correspondence, reports and memoranda.

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

10/19/2017

Job Title:	Corrections Supply Supervisor I - DIXON CC
Agency:	Corrections
Closing Date/Time:	Fri. 10/27/17 4:00 PM Central Time
Salary:	$3,994.00 - $5,867.00 monthly
Job Type:	Full-Time
Location:	Lee County, Illinois
Number of Vacancies:	2
Plan/BU:	RC006
Bid ID#:	IDOC29-93-17-0056

Under general supervision of the Corr. Supply Supervisor III, receives and stores items in the various store operations including Clothing, Mechanical, Supply, General Stores; receives, sorts and distributes merchandise and equipment; enforces and maintains disciplinary, safety, security and custodial measures; monitors inmates engaged in store functions.

AGENCY CONTACT:
Kathy Newstrand or Joyce Rogers
Dixon Correctional Center
2600 N. Brinton Avenue
Dixon, IL 61021
(815) 288-5561 Ext. 2106 or 2108

10/19/2017

Job Title:	Corrections Leisure Activities Specialist I
Agency:	Corrections
Closing Date/Time:	Fri. 10/27/17 4:00 PM Central Time
Salary:	$3,957.00 - $5,943.00 monthly
Job Type:	Full-Time
Location:	Livingston County, Illinois
Number of Vacancies:	2
Plan/BU:	RC062
Bid ID#:	IDOC29-85-17-0402

Under direct supervision of the Assistant Warden of Programs (Senior Public Service Administrator), performs beginning level professional duties by providing for the direct delivery of professional leisure time activities for offenders at the Pontiac Correctional Center.

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

10/19/2017

Job Title:	Carpenter
Agency:	Corrections
Closing Date/Time:	Fri. 10/27/17 4:00 PM Central Time
Salary:	$31.70 / Hour
Job Type:	Full-Time
Location:	Livingston County, Illinois
Number of Vacancies:	1
Plan/BU:	PR000
Bid ID#:	IDOC29-85-17-0803

Under direct supervision of the Stationary Engineer-Assistant Chief, performs carpentry work at the journeyman level in the construction, maintenance and repair of doors and cabinets, bookcases, shelving, windows and doors. Constructs small buildings and installs suspended ceilings, ceramic and floor tile.

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

10/19/2017

Job Title:	Electrician
Agency:	Corrections
Closing Date/Time:	Fri. 10/27/17 4:00 PM Central Time
Salary:	$37.96 / Hour
Job Type:	Full-Time
Location:	Livingston County, Illinois
Number of Vacancies:	1
Plan/BU:	PR000
Bid ID#:	IDOC29-85-17-0368

Under general supervision of the Stationary Engineer-Asst. Chief, performs journeyman electrical work. Constructs, installs, alters, maintains and repairs electrical systems, equipment and fixtures at the facility.

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

10/19/2017

Job Title:	Office Administrator III - Opt 1
Agency:	Corrections
Closing Date/Time:	Fri. 10/27/17 4:00 PM Central Time
Salary:	$3,371.00 - $4,879.00 monthly
Job Type:	Full-Time
Location:	Livingston County, Illinois
Number of Vacancies:	1
Plan/BU:	RC014
Bid ID#:	IDOC29-85-17-0356

Under direction of the Business Manager I, supervises, trains and instructs a small clerical staff in the operation of the institutional mailroom, receiving, sorting, opening mail as necessary and distributing incoming mail. Supervises and instructs employees performing repetitive clerical tasks. Assists supervisor in the development and implementation of new automated PC based mail database tracking system.

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

10/19/2017

Job Title:	Health Information Associate
Agency:	Corrections
Closing Date/Time:	Fri. 10/27/17 4:00 PM Central Time
Salary:	$3,250.00 - $4,679.00 monthly
Job Type:	Full-Time
Location:	Livingston County, Illinois
Number of Vacancies:	1
Plan/BU:	RC028
Bid ID#:	IDOC29-85-17-0509

Under general supervision of the Health Information Administrator, performs paraprofessional health information functions. Assists in the overall operations of the Health Information Unit, coordinating and updating Problem Oriented Medical Records (POMR) system for all employee and offender medical files. Checks health information records concerning POMR.

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

10/19/2017

Job Title:	Office Assistant - Opt 2
Agency:	Corrections
Closing Date/Time:	Fri. 10/27/17 4:00 PM Central Time
Salary:	$2,889.00 - $4,016.00 monthly
Job Type:	Full-Time
Location:	Livingston County, Illinois
Number of Vacancies:	2
Plan/BU:	RC014
Bid ID#:	IDOC29-85-17-0596

Under direct supervision of the Office Administrator III, assists in sorting incoming mail, shakes down incoming letters. Performs moderately difficult and varied keyboarding; including reports and forms. Enters money orders on computer. Records legal mail to offender mail cards. Keyboards receipts for legal mail, posting parole and transfer cards.

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

10/19/2017

Job Title:	Office Coordinator - Opt 2
Agency:	State Police
Closing Date/Time:	Fri. 10/27/17 4:00 PM Central Time
Salary:	$3,027.00 - $4,223.00 monthly
Job Type:	Full-Time
Location:	Sangamon County, Illinois
Number of Vacancies:	1
Plan/BU:	RC014
Bid ID#:	21-00-ISP17-176

Under direction, provides complex and responsible technical office support and clerical support to the Department's Legal office, utilizing Microsoft Word, Excel, and Access software applications.

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

10/19/2017

Job Title:	Natural Resources Advanced Specialist - Opt 4
Agency:	Natural Resources
Closing Date/Time:	Mon. 10/30/17 5:00 PM Central Time
Salary:	$4,873.00 - $7,392.00 monthly
Job Type:	Full-Time
Location:	Sangamon County, Illinois
Number of Vacancies:	1
Plan/BU:	RC062
Bid ID#:	12-48-5260

Under general direction of the Section Manager, functions as a statewide project/program manager planning, executing, coordinating and evaluating the Natural Areas Stewardship Project/Program; provides major assistance in the formulation of policies and guidelines for stewardship of natural areas and endangered and threatened species habitats; administers stewardship program budgets provided by the Natural Areas Acquisition Fund capital appropriation; develops and writes stewardship grants

WHERE TO APPLY
Department of Natural Resources
Attn: John Wilker
Division of Natural Heritage
One Natural Resources Way
Springfield, IL 62702
217-785-4559

10/19/2017

Job Title:	Educator - Opt B (Substitute Full-Time Teacher)
Agency:	Juvenile Justice
Closing Date/Time:	Fri. 11/03/17 4:00 PM Central Time
Salary:	$4,311.00 - $7,969.00 monthly
Job Type:	Full-Time
Location:	Kane County, Illinois
Number of Vacancies:	1
Plan/BU:	RC063
Bid ID#:	IDJJ27-10-17-0004

Under general supervision of the Principal (PSA), instructs students in the assigned curriculum area using developmental teaching methods and techniques consistent with current teaching methodology; prepares and executes diagnostic test instruments geared to each students' abilities and needs; administers evaluative testing on a follow-up basis to gauge the rate and scope of progress in maximizing the students' potential and meeting the educational and behavioral goals; goal setting with the student, fellow teachers, administrators, and counselors as the result of evaluation and continuing interaction shall be a basis for directing the educational approach and formalizing the individual student's plan; provide developmental, corrective and supportive supervision.

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

10/19/2017

Job Title:	Office Specialist - Opt 2 (Upward Mobility Target Title)
Agency:	Healthcare & Family Services
Closing Date/Time:	Fri. 10/27/17 11:59 PM Central Time
Salary:	$3,240.00 - $4,592.00 monthly
Job Type:	Full-Time
Location:	Sangamon County, Illinois
Number of Vacancies:	1
Plan/BU:	RC028
Bid ID#:	CS3680

Under general direction, performs complex, specialized, paraprofessional and technical functions for Team A in Unit 1 of the Division of Child Support Services' (CSS) Call Center: researches and resolves appointment issues; researches multiple case and docket issues via the Key Information Delivery System (KIDS) and the Cook County Circuit Clerk System (T-KIDS); resolves customer inquiries by serving Income Withholding Notices (IWNs) on the Department of Employment Security; explains the legal process to custodial parents (CPs) and non-custodial parents (NCPs) without giving legal advice

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

10/19/2017

Job Title:	Management Operations Analyst I
Agency:	Healthcare & Family Services
Closing Date/Time:	Fri. 10/27/17 11:59 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#:	CS3679

Under general supervision, plans, conducts, and evaluates management operations studies for the Child Support Services (CSS) program administered by Healthcare and Family Services (HFS); serves as liaison to various internal and external entities to coordinate the implementation of various aspects of the CSS program; develops and executes work plans for the implementation of adopted new and/or revised initiatives; develops and implements a problem resolution program for assigned area; reviews and evaluates material produced by the Key Information Delivery System (KIDS) and by manual handling

Agency Contact:
Division of Child Support Personnel
509 S. 6th Street
Springfield, IL 62701

Phone: (217) 557-3900
Fax: (217) 524-3960

10/19/2017

Springfield Office - 239-E Stratton Office Building - Springfield, IL 62706 - TEL: 217-782-5962 - FAX: 217-557-4502 -
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Jobs Found at: https://www.illinois.gov/cms/Pages/default.aspx

10/19/2017

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.

10/19/2017

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 the13 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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WORKFORCE@LASHAWNFORD.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.

  - 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.

Uber Driver Partner (Choose Your Own Hours)

WHO WE ARE:

Drive with Uber and get paid INSTANTLY in fares by helping our community of riders get around town. Driving with Uber is a great way to earn cash on your schedule. The more you

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
- You're friendly and excited to earn money on your schedule!

SIGN UP TO DRIVE: QUESTIONS? CALL 888-653-1610