



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

02/20/16



Job Title: **GAAP Accountant**
Agency: Revenue
Closing Date/Time: Continuous
Salary: \$4,192.00 - \$5,683.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Bid ID#: **CP 73500 084**

The position in question is considered a continuous posting. The basis of the continuous posting is the on-going acceptance of applications. This process allows us to maintain a pool of qualified candidates as vacancies occur.

Work Hours: 8:00 A.M. – 4:30 P.M.

Work Location:
Illinois Department of Revenue
101 West Jefferson Street
Springfield, IL (Sangamon County)

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

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02/20/16



Job Title: **Guardianship Representative - Metro East Office**
Agency: Guardianship & Advocacy Commission
Closing Date/Time: Wed. 02/24/16 5:00 PM Central Time
Salary: \$4,077.00 - \$6,096.00 monthly
Job Type: Full-Time
Location: Madison County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **17710-50-70-111-10-7**

Metro East Regional Office
4500 College Avenue, Suite 100
Alton, IL 62002-5051
8:30am - 5:00pm

Send bids & applications via Fax or U.S. Mail ONLY:
Bobbie Fox, HR Director
Illinois Guardianship & Advocacy Commission
160 N. LaSalle, Room 500
Chicago, IL 60601
FAX # 312-793-4311

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02/20/16



Job Title: **Habilitation Program Coordinator (Upward Mobility Target Title)**

Agency: Human Services

Closing Date/Time: Sat. 02/27/16 4:00 PM Central Time

Salary: \$4,159.00 - \$6,218.00 monthly
\$49,908.00 - \$74,616.00 annually

Job Type: Full-Time

Location: Clinton County, Illinois

Number of Vacancies: **1**

Plan/BU: **RC062**

Bid ID#: **2016-26-10-74-95244**

[Click Here for Applicant Information and Grading Procedures](#)

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at

Work4Illinois@Illinois.gov or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844FREE (TTY Only).

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Job Title: Health Facilities Surveillance Nurse
Agency: Public Health
Closing Date/Time: Mon. 02/29/16 5:00 PM Central Time
Salary: \$5,293.00 - \$7,197.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC023
Bid ID#: IDPH 44-16-0127

Work Hours & Location:

4 Day Work Week
Office of Health Care Regulations
Division of Long term Care Field Operations
4212 W. St. Charles Rd.
Bellwood, IL

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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02/20/16



Job Title: **Health Information Associate**
Agency: Human Services
Closing Date/Time: Thu. 03/03/16 4:00 PM Central Time
Salary: \$3,124.00 - \$4,402.00 monthly
Job Type: Full-Time
Location: Kane County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC028**
Bid ID#: **10-81-95302**

7:30am - 3:30pm
Elgin Mental Health Center ; Health Information Management

Contact:
Human Resource Office
Elgin Mental Health Center
750 S State St., Elgin, IL 60123
Fax: 847-429-4933

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02/20/16



Job Title: **Hearing & Speech Specialist - Opt B**
Agency: Human Services
Closing Date/Time: Tue. 03/01/16 5:00 PM Central Time
Salary: \$4,983.00 - \$6,880.00 monthly
Job Type: Full-Time
Location: Cook County Zone 3, Illinois
Number of Vacancies: **01**
Plan/BU: **RC063**
Bid ID#: **10-72-95155**

Hours of work:
8:30am 5:00pm,
2 early days (6:00am 2:30pm) each month,
2 late days (12:30pm 9:00pm) each month.
Will also work 1 Saturday or Sunday per month.

Elisabeth Ludeman Center
114 North Orchard Drive
Park Forest, IL 60466

Contact Person:
Alice M. Chambers
Elisabeth Ludeman Center
114 N. Orchard Drive
Park Forest, IL 60466
708-283-3015

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02/20/16



Job Title: Highway Maintainer - INFORMATIONAL POSTING
Agency: Transportation
Closing Date/Time: Continuous
Salary: \$4,460.00 / Month
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: 1
Bid ID#:

This position requires a grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information you may contact the agency contact listed above OR by contacting CMS at (217) 782-7100, (217) 785-3979 (TTD/TTY), (800) 526-0844 FREE (TTY Only)

02/20/16



Job Title: Highway Maintainer - Spanish Speaking -
INFORMATIONAL POSTING

Agency: Transportation

Closing Date/Time: Continuous

Salary: \$4,460.00 / Month

Job Type: Full-Time

Location: Statewide, Illinois

Number of Vacancies: 1

Bid ID#:

If you still have questions regarding this process please contact:

Illinois Department of Transportation
Bureau of Personnel Management
(217) 782-5594

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02/20/16



Job Title: **Human Resources Associate - Opt 1**
Agency: Central Management Services
Closing Date/Time: Wed. 03/02/16 5:00 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: **RC014**
Bid ID#: **CMS 11884**

Work Hours: 8:30 A.M. – 5:00 P.M.
Work Location:
Central Management Services
Personnel/Examining and Counseling/Assessment Center
130 W. Mason
Springfield, IL (Sangamon County)

Agency Contact:
A & R Shared Services Center
101 West Jefferson St., WIB Mail Code 5-110
Springfield, IL 62702
217-782-6239
217-782-9925 Fax

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02/20/16



Job Title: Human Resources Associate - Opt 2
Agency: Human Services
Closing Date/Time: Wed. 02/24/16 5:00 PM Central Time
Salary: \$3,240.00 - \$4,592.00 monthly
\$38,880.00 - \$55,104.00 annually
Job Type: Full-Time
Location: Madison County, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: 10-77-111-95264-4195

0800 - 1630 FREE, Human Resources Office, Saturday/Sunday off.

Please submit applications to:

Elton Arrindell
Alton Mental Health Center
Human Resources Office
4500 College Avenue
Alton, IL 62002

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NOW LOOKING FOR VOLUNTEERS

**STATE REP. LA SHAWN K. FORD'S
COMMUNITY SERVICE OFFICE HAS
OPPORTUNITIES FOR HARD WORKING
AND ENTHUSIASTIC VOLUNTEERS**

**WE WELCOME ALL COMMUNITY MEMBERS
LEARN VALUABLE SKILLS WHILE BEING A PART
OF A TEAM FIGHTING FOR SOCIAL CHANGE
AND EQUALITY FOR ALL**

FOR MORE INFORMATION OR TO JOIN NOW
CONTACT 773.378.5902 FAX 773.378.5903 OR
EMAIL VOLUNTEER COORDINATOR JONATHAN TATE AT
JOHNTATE.REPFORD@GMAIL.COM
PLEASE FEEL FREE TO FORWARD FLYER TO OTHERS

MUST BE AT LEAST 18 YEARS OLD TO VOLUNTEER



Opportunities:

- MEDIA AND MARKETING**
- COMMUNITY COORDINATING**
- EVENT PLANNING**
- HUMAN RESOURCES**
- EDUCATION**
- SOCIAL MEDIA**
- CRIMINAL JUSTICE**
- AND MANY MORE!**

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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



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.



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.

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 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).