



State Representative La Shawn K. Ford

DAILY JOB LISTINGS



District Office
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



Sales Assistant

Description

Assisting sales person with negotiation, securing orders and managing orders for television airtime acting as liaison between station personnel, media buyers and sales people. This is an entry level position for someone interested in television sales.

Responsibilities:

- Develop a firm understanding of the sales process, Nielsen ratings and Medialine software.
- Maintaining orders once placed including revisions due to program changes and/or pre-empted spots
- Posting orders on a weekly basis and create television avails using Excel.

[Apply Here](#)



Sales Director

Description

JOB SUMMARY

The Regional Sales Director is responsible for managing a Field Sales team, producing customer transactional and revenue growth, and developing new and current customer relationships. This position creates and implements sales strategies for business development and closely monitors results. The Regional Sales Director partners with operating location leaders to ensure that customer expectations are exceeded in order to ensure customer loyalty.

KEY RESPONSIBILITIES

- Partners with Vice President "Dealer Sales to grow transactions for buyers and sellers, and to increase dealer revenues.
- Follows sales strategies set by Manheim corporate and maximizes employee performance.
- Leads execution of sales growth plan (buyers, sellers, ancillary products and services).
- Communicates performance expectations to sales teams. Provides direct support as needed to sales staff through participation in sales calls or related activities.
- Sets clear goals and expectations for Field Sales Managers and Field Sales Representatives.

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Product Trainer

Description

This level of Trainer has been designed off and approved by management to train at customer sites without supervision. Has demonstrated ability to train new customer installs over a 3-4 day period. Has passed the PT1 test with a score of 90% or better.

The Product Trainer 1 is responsible for delivering high-impact, educational content both on-site and through webinar-based training sessions to VinSolutions customers to improve their understanding of all VinSolutions purchased products. This individual, who will report to a Field Training Manager, is also responsible for keeping up with development of new VinSolutions products, system enhancements and training material. The successful Product Trainer will exhibit a passion for high level customer satisfaction.

SPECIFIC RESPONSIBILITIES:

- Promote and deliver both on-site and webinar-based instruction and operation of VinSolutions suite of products, promoting the advancement of its utilization with our customers
- Must maintain in-depth knowledge of the VinSolutions suite of products including product settings, features & benefits, system functionality, and settings cause & effect relationships
- Effectively present VinSolutions suite of products in a clear, concise manner, demonstrating functionality of the system and answering dealership questions through on-site dealership trainings

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Performance Consultant

Description

The Major Account sales and service team is responsible for maintaining and expanding relationships with Autotrader's™ highest profile, most complex Automotive Dealer Group customers. The sales and service roles will be responsible for effectively managing the largest books of business by identifying and understanding the client's™ needs and providing solutions. They will evaluate and adapt new strategies to keep up with current business trends and plan with the customer so that their needs and expectation are met by the company.

The Performance Consultant will be responsible for customer retention through optimization of Autotrader products; customers include multiple dealership locations belonging to dealer groups. The Performance Consultant will spend the majority of time in the field partnering with current customers providing ongoing analytics, consultation, and support in order to maximize the customer's™ return on investment from core digital media products and coordinating Cox Automotive expertise related to specific digital media products or software as-needed

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Online Vehicle Exchange Sales

Description

The OVE Online Vehicle Exchange Regional Sales Manager™s primary responsibility is to grow the non-Manheim revenue by leveraging OVE.com (or any applicable Cox Automotive product/service) through managing assigned OVE Marketplace Partner accounts and new OVE Marketplace Partner acquisitions within the **Mid-West region**. Thrive in a business environment where itâ€™s key to be the sole champion and voice for OVE Marketplace Partners that are customers, but also considered fierce competitors.

Job Responsibilities:

- Grow OVE sellers, listings, transactions and revenue at OVE marketplace partner auctions primarily through physical visits in assigned territory.
- Coordinates / schedules presentation of training programs on OVE best practices and strategies at OVE marketplace partner locations
- Identifies opportunities to grow OVE transactions by sharing inside the gate and outside the gate strategies with auction online manager and outside auction sales staff
- Evaluate locations commercial and dealer account base to determine opportunity with inside the gate sales
- Engage in dealership visits with auction sales team to encourage outside the gate OVE participation
- Monitors assigned account performance by reviewing weekly OVE sales report

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Foreman Lead

Job Description

Prime Communications is Hiring!

DAS (Distributed Antenna System) Installation Foreman/Lead

Prime Communications is a national provider of security, mobility and infrastructure solutions. We offer a unique lifecycle approach to engagements that ensures you always have access to the right combination of engineering, consultation and innovation.

At Prime Communications, we believe the work you do should be as empowering as the mobility, security and infrastructure solutions we design, engineer, implement and support.

So, we have worked to create the corporate culture that makes you glad you came to Prime, including a team atmosphere that encourages innovation and collaboration, opportunities for autonomy and critical thinking, ongoing personal growth and professional development and a chance to work with some of the best clients in the world.

A DAS Installation Foreman is experienced in leading installation crews for the entire duration of large scale “in-building distributed antenna systems” projects. This person is a leader capable of managing, training, and mentoring a crew of 3-5 people while on site.

Job Requirements:

Must be an expert in areas associated with PIM, Sweep, Spectrum Analyzer, and OTDR as well as coaxial cable and connector installation

Should have fusion splicing experience (single and mass)

Must have experience with installation and commissioning of various DAS equipment manufactured by Corning MobileAccess, TE, and/or CommScope and others

[Apply Here](#)



Cable Technician Lead

Job Description

Prime Communications is Hiring!

Cable Technician/Lead

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SUMMARY

A Technician will install cable pathway systems, fire-stop systems, various electronic components, various cable that includes but is not limited to twisted pair cable, coax, power limited tray cable, stranded cable and solid conductor low voltage cable. Cable installation includes placement, termination, testing, labeling and documentation.

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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. (Exception for Data Processing Administrative Specialist, Data Processing Specialist, Disability Claims Adjudicator Trainee, HR Asst., HR Assoc., Insurance Analyst II, Revenue Tax Spec. Tr., Social Services Career Trainee, Telecommunicate Trainee and Dictation exams; for these titles you must arrive and be ready to test before 12:30 p.m.)

***NOTE: A government-issued photo ID is required in order to enter the JRTC building.

GET MORE INFO: <http://work.illinois.gov/default.htm>

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WORKFORCE@LASHAWNFORFORD.COM PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS



Railroad Environmental Director

Job Description

Program Managers are considered experts in their field and serve to provide advice, guidance and leadership to the entire freight rail program. The Environmental Program Manager (EPM) specializes in promoting and providing expertise in the environmental sciences and permitting service line. The primary responsibilities of the EPM are divided into two areas\:

- Market and Business Development (50%)
- Project and Program Support (50%)

Marketing and Business Development Responsibilities These duties include working with Freight Rail Market Sector (FRMS) Staff and other complementary and cross-sector services to assess the market and create strategies and tactical plans to broaden HDRs market share of environmental work in the rail industry. Specifically, the EPM will work with each of the FRMS Client Managers to help them craft a strategy focused on delivering environmental services to their clients. That focus will come in the form of proactive programmatic strategies (via unsolicited proposals) and responding to solicitations that include environmental services.

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Processing Specialist

Job Description

First Data is a global leader in commerce-enabling technology solutions, serving over six million business locations and four thousand financial institutions in 118 countries. Our 23,000 owner associates are dedicated to helping companies, from startups to the world's largest corporations, conduct commerce daily by securing and processing over 2,300 transactions per second. We have exciting opportunities for talented individuals to help us shape the future of global commerce.

First Data's Financial Services unit is a leading provider of commerce solutions, processing over 12 billion issuer transactions annually. First Data, with our STAR Network, works with more than four thousand financial institutions, helping them simplify payment processing and improve the customer experience with our broad portfolio of solutions, including credit, debit, and prepaid card processing; STAR® Network; internet banking and bill payment solutions; and more.

First Data has created strong relationships with financial institutions and retailers throughout the world to assist them with various aspects of transaction processing. Our Remitco team supports these financial institutions and retailers through lockbox/remittance processing. We're now recruiting for a **Mail Processing Operator** who will process customer payments that are mailed to lockboxes.

[Apply Here](#)



Lead Operations

Job Description

First Data is a global leader in commerce-enabling technology solutions, serving over six million business locations and four thousand financial institutions in 118 countries. Our 23,000 owner associates are dedicated to helping companies, from startups to the world's largest corporations, conduct commerce daily by securing and processing over 2,300 transactions per second. We have exciting opportunities for talented individuals to help us shape the future of global commerce.

In this role, you will utilize computers to track progress on jobs, so previous PC experience is desired. Additionally, you will be seen as the go-to person for our Operators and will play a fundamental role in prioritization of work to meet contractual service level agreements. Therefore, we're looking for someone who works well in a team environment, is flexible, professional and willing to help others. Our facility is open 24 hours/7 days a week so we do look for new employees that are flexible to work on various shifts. First Data will train you thoroughly and help you through your first weeks to ensure you are comfortable operating the equipment.

We look forward to receiving your application!

High school diploma or equivalent. Basic PC skills required. 1 to 2 years previous machine and/or production experience preferred. Ability to function effectively in a team environment which includes flexibility, professionalism, and a willingness to help others.

[Apply Here](#)



Ad. Consultant / Media Sales

Description

AutoTrader is a part of Cox Automotive, a leader in digital marketing, software solutions, and vehicle remarketing services for automotive dealers, OEMs, and consumers. Cox Automotive, a subsidiary of Cox Enterprises, includes a portfolio of brands like Manheim, Kelley Blue Book, vAuto, Homenet, VinSolutions, HayStak Digital Marketing and more. We employ nearly 24,000 employees in over 150 locations worldwide. We partner with more than 40,000 dealers and touch over 67% of all car buyers in the U.S.

Our mission is to dramatically improve the way people buy and sell new and used cars. Combined, we reach 32+ million unique online visitors each month.

Dealer Sales is the department within AutoTrader.com that makes it happen – the face of our company to our largest customer base: dealerships across the country. We are powered by one of the largest and best sales forces of its kind. We guide and educate automotive dealers to make the best advertising decisions possible.

• Proficiency in using customer relationship management systems and technology to achieve business results. You must be confident with Excel, PowerPoint, Word and Outlook;

Salesforce.com a plus

• Automotive industry, dealership management or previous media sales experience strongly preferred

• Candidate must have superior closing and consulting skills

• High School diploma or GED equivalent required

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Construction Inspector 2

Job Description

The primary duties of this position include providing construction inspection services for this major Transportation and Civil projects. Familiarity with broad spectrum of construction materials, methods and processes. Receives supervision and support from more senior field representatives the primary Construction Manager. Types of inspection will range from roadway, rail, bridge, general civil, traffic controls and utility/underground.

Must possess the ability to read and interpret construction drawings and specifications and identify discrepancies or conflicts within the documents.

Keywords\:#138919, Construction Engineering Inspector, Roadway, Rail, Transportation

*LI - RJ1

5+ years of roadway, rail, bridge and overall civil construction inspection experience.

IDOT project Experience and knowledge of IDOT procedures are musts.

Ability to read construction drawings and specifications and a proven job history of determining conformance of constructed work with contract requirements.

Strong written communication/documentation skills.

[Apply Here](#)



Construction Inspector 1

Job Description

HDR is an architectural, engineering and consulting firm that excels at complex projects and solving challenges for clients.

More than 9,200 professionals, including architects, engineers, consultants, scientists, planners and construction managers, in over 200 locations worldwide, pool their solutions beyond the scope of traditional A/E/C firms.

The primary duties of this position include providing construction inspection services for this major Transportation and Civil projects. Familiarity with broad spectrum of construction materials, methods and processes. Receives supervision and support from more senior field representatives the primary Construction Manager. Types of inspection will range from roadway, rail, bridge, general civil, traffic controls and utility/underground.

Must possess the ability to read and interpret construction drawings and specifications and identify discrepancies or conflicts within the documents.

[Apply Here](#)



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.

Once in the program, what are the expectations?

- 30-day reviews are conducted throughout the duration by immediate supervisors within their 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).