



**JOB FAIR - RETAIL SALES / CUSTOMER SERVICE - WHEATON / LOMBARD, IL - \$9.50/HR + BONUS-150060**

## **JOB FAIR**

Wheaton/Lombard/Hillside/Broadview/Glendale Heights, IL Areas

Tuesday January 20th 2015  
10:00am - 2:00pm

Hiring Manager will be on hand to conduct interviews  
No appointment necessary

**PUBLIC STORAGE**  
2023 Schmale Road  
Glendale Heights, IL 60139

Can't attend? **APPLY NOW** online to be considered!

Qualifications: Successful candidates come from a variety of customer-centered, selling environments including retail, restaurant, fast food and more. All have common knowledge, skills and abilities which include: Minimum one (1) year of Customer Service and/or Sales experience. Energetic, outgoing, customer oriented personality. Strong communication, interpersonal and problem resolution skills. Enjoys and easily operates independently or as part of a small team. Detail oriented with strong organizational and time management skills. Some knowledge of computers in a windows environment. Valid driver's license with access to reliable transportation used during the work day Willingness to work in multiple locations. Can work from 9:30am to 6pm any day of the week, including weekends and holidays. Ability and willingness to perform light cleaning and maintenance such as sweeping, mopping, wiping windows, etc... Willing to submit to a pre-employment background check. If this all sounds like the right fit for you, we want to hear from you today! Please apply on line to be considered.

Primary Location: IL-Glendale Heights-Glendale Heights

Other Locations: IL-Hillside-Hillside, IL-Wheaton-Wheaton, IL-Lombard-Lombard, IL-Broadview-Broadview

Schedule Full-time

Apply online at <https://publicstorage.taleo.net/careersection/2/jobdetail.ftl?job=150060>

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**Job Title: OS II Oakbrook Operations Supervisor**

Agency: Transportation

Closing Date/Time: Tue. 01/27/15 4:30 PM Central Time

Salary: \$6,185.00 - \$9,185.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Bid ID#: IPR#40213

Minimum Requirements: The following criteria is required:

- Valid Illinois driver's license
- Districtwide travel

The following criteria is desired:

- Knowledge and skill equivalent to the completion of three years of college with the major course of study being in pre-engineering, completion of a two-year program in civil engineering technology or a four-year degree in a scientific program other than engineering. Additional specialized training will be considered.
- Twelve years of engineering technician experience under the direction of a professional engineer or equivalent, with a minimum of three years in a supervisory position
- Ability to plan and direct efforts of work for efficient accomplishment of program objectives
- Ability to maintain harmonious relationships with employees, agency officials and the general public
- Working knowledge of the function and application of public relations in problem areas
- Strong oral and written communication skills

Work Hours & Location/Agency Contact:

6:30 am – 3:00 pm / Monday – Friday (30 minute lunch)

Highways/District One/Bureau of Maintenance/17W125 Butterfield Road, Villa Park, IL

**\*CANDIDATE MUST BE AVAILABLE 24 HOURS A DAY AND MAY BE REQUIRED TO WORK EXTENSIVE PERIODS OF OVERTIME, ESPECIALLY DURING THE WINTER MONTHS.**

How to Apply:

Technical Applications (PM 1080) must be received by the Bureau of Personnel Management, Room 113, 2300 South Dirksen Parkway, Springfield, IL 62764 (Fax# 217/557-3134) by Tuesday, January 27, 2015, 4:30 p.m. Please include address, daytime phone and position for which applying if not already listed on application. Applicants will be notified in writing to schedule interviews.

To view the entire job posting and to download a Technical Application, please visit:

<http://www.dot.il.gov/techapp/vacancy.html>

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**Job Title: Rehabilitation Case Coordinator I**

Agency: Human Services  
Closing Date/Time: Continuous  
Salary: \$3,001.00 - \$3,783.00 monthly  
Job Type: Full-Time  
Location: Statewide, Illinois  
Number of Vacancies: 1  
Plan/BU: RC014  
Bid ID#: 10 41 RCC NO OPT

Description of Duties/Essential Functions Benefits Supplemental Questions  
Under direct supervision, receives case management instruction necessary for successful coordination of client case records and documents in a field counseling office; performs routine clerical tasks in maintaining client case files, records and documentation pertaining to service delivery activities; follows state, federal and agency rules, regulations, policies, detailed procedures and current operating practices in coordinating client case data; monitors client case status; maintains case files, types case letters and reports; compiles and prepares related case reports as requested.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to the completion of 4yrs of high school. Requires 1 year clerical experience, which must include typing.

Work Hours & Location/Agency Contact: 8:30-5:00pm  
Varies Statewide in the Div. of Rehabilitation Services  
Contact: Bureau of Employee Services  
100 S. Grand Ave. East, 3rd Floor Springfield, IL 62762

How to Apply:

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

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**Job Title: Social Services Career Trainee**

Agency: Human Services  
Closing Date/Time: Continuous  
Salary: \$3,305.00 - \$4,731.00 monthly  
Job Type: Full-Time  
Location: Statewide, Illinois  
Number of Vacancies: 1  
Bid ID#: K-HCD Continuous

Description of Duties/Essential Functions Benefits Supplemental Questions  
Under direct supervision, receives on the job training for a period for six to twelve months to develop the knowledge, understanding and practical skills needed to manage a public assistance caseload such as Aid to Families with Dependent Children including earned income cases, Medical Assistance No Grant (MANG) including spend down cases, Aid to the Aged, Blind, and Disabled (AABD), Group Care, Food Stamps or other cases; learns to explain work incentive programs and to encourage client participation; learns to assist clients in resolving problems that interfere with work or educational opportunities.

**Minimum Requirements:**

Requires Bachelor's degree in psychology, sociology, anthropology, social welfare or equivalent educational attainment in related field of social sciences.

Work Hours & Location/Agency Contact: Work hours: 8:30 am – 5:00 pm  
Contact: Employee Services, HCD  
100 South Grand Avenue East, 3rd floor Springfield, IL 62762

Current employees will need to complete and submit a bid form and copy of an online application or CMS100 Employment Application to the address listed above. Non State candidates apply below.

**How to Apply:**

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

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**Job Title: Support Service Worker**

Agency: Human Services

Closing Date/Time: Mon. 01/26/15 5:00 PM Central Time

Salary: \$2,761.00 - \$3,389.00 monthly

Job Type: Full-Time

Location: Cook County Zone 3, Illinois

Number of Vacancies: 01

Plan/BU: RC009 Bid ID#: 10-72-87999

Description of Duties/Essential Functions Benefits Supplemental Questions  
Under direct supervision performs routine housekeeping functions, which are within prescribed procedures on two homes per day. Performs manual tasks such as mopping, scrubbing, dusting and polishing of floors in assigned areas. Performs tasks such as dusting, polishing and cleaning furniture, woodwork, vents fixtures and equipment, washing windows, cleaning window sills inside and outside. Operates equipment and materials required in daily function, responsible for the care and storage of equipment and materials. Responsible for maintaining a clean and aseptic condition at all times in the assigned area, kitchen bathing and toileting areas to insure that sanitation standards are met. Functions interchangeably with other house keeping personnel. The Support Service Worker is also responsible for reporting items needing repairs such as electrical equipment, plumbing, etc. on the assigned work area. Responsible for maintaining adequate housekeeping supplies on assigned area, notifies supervisor when re-ordering of supplies is needed. Performs other duties as required or assigned, within the scope of this classification.

Minimum Requirements: Requires knowledge, of cleaning supplies, toxic and non-toxic. Requires the ability to operate manual housekeeping machinery and equipment.

Work Hours & Location/Agency Contact: Monday –Friday 8:00 AM -4:30 PM

WORK LOCATION: Elisabeth Ludeman Center 114 North Orchard Dr.

Park Forest, IL 60466

CONTACT PERSON: Alice M. Chambers / Human Resources Representative

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

708-283-3015

How to Apply: 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](http://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](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

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**Job Title: Veterans Service Officer**

Agency: Veterans Affairs

Closing Date/Time: Tue. 01/27/15 4:00 PM Central Time

Salary: \$3,647.00 - \$5,342.00 monthly

Job Type: Full-Time

Location: Will County, Illinois

Number of Vacancies: 1

Plan/BU: RC028 Bid ID#: 34-25-15-87873

Minimum Requirements: Requires knowledge, skill and mental development equivalent to two years of college. Requires one year of experience in sales, public relations, welfare work or any other type of work involving extensive public contact. Requires knowledge of benefits and services available to veterans. Requires ability to establish and maintain effective working relationships with veterans, their dependents, community organizations and other agencies. Requires the ability to explain federal and state veterans legislation to employees and the public; and the ability to analyze and interpret military, social and medical records in terms of establishing entitlement to Veterans' Administration benefits.

In accordance with Illinois compiled statutes, Chapter 20, Paragraph 2805/4. This position requires an honorable discharge from service in the Armed Forces of the United States. Veteran must have served during a time of hostilities with a foreign country, and must meet one or more of the following conditions:

- (i) The veteran must have served a total of at least 6 months
- (ii) The veteran served for the duration of hostilities regardless of the length of engagement.
- (iii) The veteran was discharged on the basis of hardship.
- (iv) The veteran was released from active duty because of a service-connected disability and was discharged under honorable conditions. \* Dates of Hostilities specified in classification specs on file with the Department of Central Management Services.

**Work Hours & Location/Agency Contact:**

Days: Monday-Friday Hours: 8:00am - 4:30pm 1 hour lunch break

Location: IDVA National Guard Armory 2900 West Jefferson Street Joliet, IL 60435

Contact: Ellen Myers 833 South Spring Street Springfield, IL 62704

Phone: (217) 558-3951 Fax: (217) 557-7235

How to Apply: 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](http://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](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

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**Job Title: Unemployment Insurance Revenue Analyst II**

Agency: Employment Security

Closing Date/Time: Wed. 01/28/15 11:59 PM Central Time

Salary: \$4,159.00 - \$6,218.00 monthly

Job Type: Full-Time

Location: Cook County Zone 1, Illinois

Number of Vacancies: 2

Plan/BU: RC062

Bid ID#: RCRA 11551

**Minimum Requirements:**

Requires knowledge, skill and mental development equivalent to four years of college with major coursework in accounting, business, mathematics or a related field, plus three years of professional experience in account maintenance, investigation and analysis.

Requires extensive knowledge of the Illinois Unemployment Insurance Act, TaxNet and the Benefit Funding System (BFS); employer's rights and obligations related to unemployment insurance contributions.

Requires working knowledge of mathematical concepts. Requires ability to communicate effectively, both orally and in writing and gain and maintain effective working relationships with agency employees, employers and the public.

Requires the ability to use a PC and related software packages such as word processing and spreadsheets, database management, e-mail and the internet.

Work Hours & Location/Agency Contact: Office Hours: 8:30 am - 5:00 pm

Work location: Central Office 33 South State Street Chicago, Illinois

CMS - 312-793-3565 (Chicago) or 217-524-1321 (Springfield)

**How to Apply:**

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

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**RETAIL SALES / CUSTOMER SERVICE - MARKHAM, IL - \$9.50 / HR + BONUS-150138**

**JOB DESCRIPTION**

If you enjoy customer service and sales and wish to leave behind long weekends and evening hours, then a Property Manager position is for you.

**BENEFITS**

Opportunity to earn a raise of \$.50 per hour after six (6) months of employment  
Opportunity to participate in our performance-based incentive program after six (6) months of employment. On-site paid company housing at many locations if/when available. Competitive Paid Time Off (PTO) program that grows with tenure. Program also includes an annual cash payout of any unused hours in excess of 40.  
Medical/Dental/Vision, Life Insurance, STD and LTD  
401(k) With Matching Contributions  
15 days of Fully Paid and Comprehensive New Manager Training

**Qualifications**

Successful candidates come from a variety of customer-centered, selling environments including retail, restaurant, fast food and more. All have common knowledge, skills and abilities which include: Minimum one year of Customer Service and/or Sales experience  
Energetic, outgoing, customer oriented personality  
Strong communication, interpersonal and problem resolution skills  
Enjoys and easily operates independently or as part of a small team  
Detail oriented with strong organizational and time management skills  
Some knowledge of computers in a windows environment  
Valid driver's license with access to reliable transportation used during the work day  
Willingness to work in multiple locations  
Can work from 9:30am to 6pm any day of the week, including weekends and holidays  
Ability and willingness to perform light cleaning and maintenance such as sweeping, mopping, wiping windows, etc... Willing to submit to a pre-employment background check.  
If this all sounds like the right fit for you, we want to hear from you today! Please apply on line to be considered.

**Job Self Storage**

Primary Location: IL-Markham-Markham  
Schedule Full-time

Apply online at <https://publicstorage.taleo.net/careersection/2/jobdetail.ftl?job=150138>

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**Sanitation/ Housekeeping Team Member (Part Time) (115044) WHOLEFOODS**

Req ID 115044 - Posted 01/06/2015 - Store - Midwest - IL, Chicago - South Loop (10171) - Team/Department (1) - Part-Time - Store - Team Member - United States

**SUMMARY:**

As a Sanitation Team Member you will be responsible for maintaining cleanliness and order on the sales floor and parking lot areas to ensure a clean and safe environment for both Team Members and Guests. This position will perform various daily/weekly cleaning tasks, minor repairs and projects.

**REQUIREMENTS:**

- Experience cleaning in the grocery/ food industry.
- Knowledge and experience performing basic maintenance.
- Ability to follow instructions and procedures.
- Good interpersonal skills and willingness to work as part of a team.
- Strong work ethic and integrity.
- Available for flexible scheduling to meet the needs of the department.
- Use of box cutters.

**Essential Job Functions:**

- Stand and walk for extended periods of time.
- Bend and stoop to grasp objects and climb ladders. Bend and twist neck and waist, reach above and below shoulders and squat.
- Bend and lift loads, not to exceed 50 pounds. Push and pull carts weighing up to 100 pounds.
- Repetitive use of hands for grasping, pushing, pulling, and fine manipulation.
- Environmental exposure to extreme temperatures (coolers, ovens, freezer, outdoors, etc.)

At Whole Foods Market we provide a fair and equal employment opportunity for all team members and candidates regardless of race, color, religion, national origin, gender, sexual orientation, age, marital status or disability. Whole Foods Market hires and promotes individuals solely on the basis of their qualifications for the position to be filled.

Number of Openings: 1.00

Benefits Category: 1

Apply online at <http://www.wholefoodsmarket.com/careers/find-and-apply-jobs>

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### **Floral Service Team Member (112402) WHOLEFOODS**

Req ID 112402 - Posted 01/07/2015 - Store - Midwest - IL, Chicago - Halsted (10203)

- Team/Department (1) - Part-Time - Store - Team Member - United States

#### **SUMMARY:**

As Floral Service Team Member you will work together with other Team Members to assure that all objectives and goals of the department and store, as communicated by the Team Leader/Store Leadership, are met or exceeded. You will provide excellent guest service while serving and selling the highest quality foods, and abiding by the strictest standards of physical and food safety, freshness and sanitation.

#### **REQUIREMENTS:**

- Ability to embrace change and work well within a diverse team
- Ability to clearly communicate with customers, vendors & team members
- Ability to make sound decisions using good judgment
- Passion for floral retail.
- Ability to learn and share basic knowledge of quality standards and department products
- Self-motivated and solution oriented with a desire to learn and grow
- Knowledge of, and the ability to adhere to food safety and sanitation standards
- Available for flexible scheduling to meet the needs of the department.

#### **Essential Job Functions:**

- Stand and walk for extended periods of time.
- Bend and stoop to grasp objects and climb ladders. Bend and twist neck and waist, reach above and below shoulders and squat.
- Bend and lift loads, not to exceed 50 pounds. Push and pull carts weighing up to 100 pounds.
- Repetitive use of hands for grasping, pushing, pulling, and fine manipulation.
- Environmental exposure to extreme temperatures (coolers, ovens, freezer, outdoors, etc.)

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**Store Baker - West Loop (113518) WHOLE FOODS**

Req ID 113518 - Posted 12/29/2014 - Store - Midwest - IL, Chicago - West Loop (10572) - Team/Department (1) - Full-Time - Store - Team Member - United States

**SUMMARY:**

As a Store Baker, you will perform all duties and responsibilities of Bakery Service TM position. Will mix, divide, shape, proof, and bake all bread and bakery products. Supports the Store Lead Baker, Bakery Team Leader and Regional Coordinator in maintaining regional standards. You will ensure a positive company image by providing courteous, friendly, and efficient service to customers and team members.

**REQUIREMENTS:**

- Experience in all aspects of bread production.
- Ability to follow a production schedule and to prioritize tasks.
- Good communication and organizational skills, excellent math skills
- Ability to take direction and follow directions and recipes.
- Thorough knowledge of Bakery and juice bar products industry trend as well as nutritional information.
- Willingness to taste and evaluate all products offered in department
- Ability to understand and effectively communicate Quality Goals to customers.
- Ability to work well and communicate with others as a part of a team.
- Excellent interpersonal skills.
- Understand the importance of all waste, spoilage and transfers to department.
- Ability to learn proper and safe usage of steam kettle, hot plate and Hobart mixer
- Available for flexible scheduling to meet the needs of the department.

**Essential Job Functions:**

- Stand and walk for extended periods of time.
- Bend and stoop to grasp objects and climb ladders. Bend and twist neck and waist, reach above and below shoulders and squat.
- Bend and lift loads, not to exceed 50 pounds. Push and pull carts weighing up to 100 pounds. - Repetitive use of hands for grasping, pushing, pulling, and fine manipulation.
- Environmental exposure to extreme temperatures (coolers, ovens, freezer, outdoors, etc.)

At Whole Foods Market we provide a fair and equal employment opportunity for all team members and candidates regardless of race, color, religion, national origin, gender, sexual orientation, age, marital status or disability. Whole Foods Market hires and promotes individuals solely on the basis of their qualifications for the position to be filled.

Apply online at <http://www.wholefoodsmarket.com/careers/find-and-apply-jobs>

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**Produce Service Team Member - West Loop (113589) WHOLE FOODS**

Req ID 113589 - Posted 12/29/2014 - Store - Midwest - IL, Chicago - West Loop (10572) - Team/Department (1) - Full-Time - Store - Team Member - United States

**SUMMARY:**

As a member of our Produce Team, your role will include setting and maintaining attractive produce displays and supporting the regional Produce vision. You will ensure a positive company image by providing courteous, friendly, and efficient customer service to customers and team members.

**REQUIREMENTS:**

- Previous produce experience preferred.
- Excellent communication skills and willingness to work as part of a team; ability to communicate effectively with customers.
- Ability to follow instructions and procedures.
- Ability to sell proactively.
- Ability to learn about natural and organic foods and products.
- Available for flexible scheduling to meet the needs of the department.
- Effective time management skills.
- Strong work ethic and integrity.
- Ability to visually examine products for quality and freshness.
- Ability to work in a wet and cold environment.
- Use of knives and box cutters.

**Essential Job Functions:**

- Stand and walk for extended periods of time.
- Bend and stoop to grasp objects and climb ladders. Bend and twist neck and waist, reach above and below shoulders and squat.
- Bend and lift loads, not to exceed 50 pounds. Push and pull carts weighing up to 100 pounds.
- Repetitive use of hands for grasping, pushing, pulling, and fine manipulation.
- Environmental exposure to extreme temperatures (coolers, ovens, freezer, outdoors, etc.)

At Whole Foods Market we provide a fair and equal employment opportunity for all team members and candidates regardless of race, color, religion, national origin, gender, sexual orientation, age, marital status or disability. Whole Foods Market hires and promotes individuals solely on the basis of their qualifications for the position to be filled. Close Date: 03/30/2015

Apply online at <http://www.wholefoodsmarket.com/careers/find-and-apply-jobs>

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**Prepared Foods Service Part Time Team Member - West Loop (113597)  
WHOLE FOODS**

Req ID 113597 - Posted 12/29/2014 - Store - Midwest - IL, Chicago - West Loop (10572) - Team/Department (1) - Part-Time - Store - Team Member - United States

**SUMMARY:**

As a member of our Prepared Foods Team, your role will include setting and maintaining attractive Prepared Foods displays and supporting the regional Prepared Foods vision. You will ensure a positive company image by providing courteous, friendly, and efficient customer service to customers and team members.

**REQUIREMENTS:**

- Previous kitchen, culinary, deli, restaurant, kitchen management, cooking or customer service experience preferred.
- Excellent communication skills and willingness to work as part of a team; ability to communicate effectively with customers.
- Ability to follow instructions and procedures. - Ability to sell proactively.
- Ability to learn basic knowledge of all products carried in the department.
- Understand and communicate quality goals and ingredient information to customers.
- Ability to visually examine products for quality and freshness.
- Effective time management skills.
- Strong work ethic and integrity.
- Proper handling of knives and other cutting equipment.
- Available for flexible scheduling to meet needs of the department.

**Essential Job Functions:**

- Stand and walk for extended periods of time.
- Bend and stoop to grasp objects and climb ladders. Bend and twist neck and waist, reach above and below shoulders and squat- Bend and lift loads, not to exceed 50 pounds. Push and pull carts weighing up to 100 pounds.- Repetitive use of hands for grasping, pushing, pulling, and fine manipulation.
- Environmental exposure to extreme temperatures (coolers, ovens, freezer, outdoors, etc.)

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**Cashier / Customer Service Team Member - West Loop (113454) WHOLE FOODS**

Req ID 113454 - Posted 12/29/2014 - Store - Midwest - IL, Chicago - West Loop (10572) - Team/Department (1) - Full-Time - Store - Team Member - United States

**SUMMARY:**

Your role will include assisting customers during the checkout process, performing all cash register functions, bagging groceries, and working at customer service desk on occasion. Additionally you will work to maintain attractive Customer Service displays and support the regional Customer Service vision. You will ensure a positive company image by providing courteous, friendly, and efficient customer service to customers and team members.

**REQUIREMENTS:**

- Previous Front End or Customer Service experience preferred
- Excellent communication skills and willingness to work as part of a team; ability to communicate effectively with customers
- Ability to follow instructions and procedures
- Ability to sell proactively
- Ability to learn about natural and organic foods and products
- Effective time management skills
- Strong work ethic and integrity
- Ability to visually examine products for quality and freshness
- Available for flexible scheduling to meet the needs of the department.
- Use of box cutters

**Essential Job Functions:**

- Stand and walk for extended periods of time.
- Bend and stoop to grasp objects and climb ladders. Bend and twist neck and waist, reach above and below shoulders and squat. - Bend and lift loads, not to exceed 50 pounds. Push and pull carts weighing up to 100 pounds. - Repetitive use of hands for grasping, pushing, pulling, and fine manipulation. - Environmental exposure to extreme temperatures (coolers, ovens, freezer, outdoors, etc.)

At Whole Foods Market we provide a fair and equal employment opportunity for all team members and candidates regardless of race, color, religion, national origin, gender, sexual orientation, age, marital status or disability. Whole Foods Market hires and promotes individuals solely on the basis of their qualifications for the position to be filled. Close Date: 03/30/2015

Apply online at <http://www.wholefoodsmarket.com/careers/find-and-apply-jobs>

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**Meat Cutter Apprentice - West Loop (113532) WHOLE FOODS**

Req ID 113532 - Posted 12/29/2014 - Store - Midwest - IL, Chicago - West Loop (10572) - Team/Department (1) - Full-Time - Store - Team Member - United States

**SUMMARY:**

Preparation of meats for sale and display. Additionally, you will maintain attractive Meat displays and support the regional Meat vision. You will ensure a positive company image by providing courteous, friendly, and efficient service to customers and team members.

**REQUIREMENTS:**

- Meat retail experience required.
- Excellent cutting skills, with ability to break beef into sub-primals.
- Extensive knowledge of meat cuts and cooking technique.
- Knowledge of living conditions of animals and the ability to educate the public on these issues. Demonstrated ability in knife handling and use of other cutting equipment.
- Capable of teaching others in a constructive and positive manner.
- Ability to communicate effectively with customers and team members.
- Ability to perform physical requirements of position.
- Ability to operate all necessary equipment.
- Strong organizational skills; basic computer skills.
- Able to prioritize efficiently.
- Use of box cutters.
- Ability to work a flexible schedule including nights, weekends and holidays as required.

**Essential Job Functions:**

- Stand and walk for extended periods of time.- Bend and stoop to grasp objects and climb ladders. Bend and twist neck and waist, reach above and below shoulders and squat.- Bend and lift loads, not to exceed 50 pounds. Push and pull carts weighing up to 100 pounds.- Repetitive use of hands for grasping, pushing, pulling, and fine manipulation.- Environmental exposure to extreme temperatures (coolers, ovens, freezer, outdoors, etc.)

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**Cake Decorator - West Loop (113525) WHOLE FOODS**

Req ID 113525 - Posted 12/29/2014 - Store - Midwest - IL, Chicago - West Loop (10572) - Team/Department (1) - Full-Time - Store - Team Member - United States

**SUMMARY:**

As a Cake Decorator, you will be responsible for creating appealing designs on our specialty bakery goods. You will ensure a positive company image by providing courteous, friendly, and efficient service to customers and team members.

**REQUIREMENTS:**

- Ability to follow instructions and established procedures.
- Ability to perform simple math operations (addition, subtraction, multiplication, division). Basic reading skills sufficient to read and understand recipes and information about ingredients.
- Good interpersonal skills and ability to communicate effectively with other Team Members and leadership.
- Cake decorator/pastry production experience required.
- Creative cake decoration skills, ability to make flowers, decorative borders, elegant piping techniques.
- Willingness to learn and grow with the Bakery team.
- Ability to perform physical requirements of position.
- Ability to operate all necessary equipment.
- Use of box cutters
- Available for flexible scheduling to meet the needs of the department.

**Essential Job Functions:**

- Stand and walk for extended periods of time.
- Bend and stoop to grasp objects and climb ladders. Bend and twist neck and waist, reach above and below shoulders and squat.
- Bend and lift loads, not to exceed 50 pounds. Push and pull carts weighing up to 100 pounds.
- Repetitive use of hands for grasping, pushing, pulling, and fine manipulation.
- Environmental exposure to extreme temperatures (coolers, ovens, freezer, outdoors, etc.)

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**Bakery Service Part Time Team Member - West Loop (113515) WHOLE FOODS**

Req ID 113515 - Posted 12/29/2014 - Store - Midwest - IL, Chicago - West Loop (10572) - Team/Department (1) - Full-Time - Store - Team Member - United States

**SUMMARY:**

As a member of our Bakery Team, your role will include setting and maintaining attractive bakery displays, preparing and serving products and supporting the regional Bakery vision. You will ensure a positive company image by providing courteous, friendly, and efficient customer service to customers and team members. The Bakery departments may include artisan bread, cakes, pastry, gelato, juice and coffee bars.

**REQUIREMENTS:**

- Knowledge of bakery products and customer service experience preferred.
- Excellent communication skills and willingness to work as part of a team; ability to communicate effectively with customers.
- Ability to follow instructions and procedures.
- Ability to sell proactively.
- Aptitude to gain extensive product knowledge.
- Ability to visually examine products for quality and freshness.
- Effective time management skills.
- Strong work ethic and integrity.
- Proper handling of knives and other cutting equipment.
- Available for flexible scheduling to meet the needs of the department.

Essential Job Functions:- Stand and walk for extended periods of time.

- Bend and stoop to grasp objects and climb ladders. Bend and twist neck and waist, reach above and below shoulders and squat.- Bend and lift loads, not to exceed 50 pounds. Push and pull carts weighing up to 100 pounds.- Repetitive use of hands for grasping, pushing, pulling, and fine manipulation.- Environmental exposure to extreme temperatures (coolers, ovens, freezer, outdoors, etc.)

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Close Date: 03/30/2015

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**Dry Van OTR CDL A Tractor Trailer Truckload Driver (HazMat REQ)**

Chicago, IL

Job ID: ILCHO105

UPS Freight Truckload is hiring individuals to work as Full-time OTR Drivers. This position involves the driving of a tractor-trailer for the over-the-road delivery of freight to two or more locations. OTR drivers may take a load from any of our shippers, and deliver North and South east, and as far west as Waterloo, IA. These drivers are typically on the road 7-10 days at a time and normally pull 53' van trailers.

OTR Drivers must pass a DOT physical and successfully pass a UPS Freight road test. Qualified applicants must have a valid Class A Commercial Drivers' License with Haz-Mat endorsement. OTR Drivers are expected to comply with all appearance standards.

Applicants must be at least 21 years of age. Applicants must be able to read, write and speak the English language.

Applicants must also meet the Department of Transportation (DOT) and Company mental and physical requirements; and must be physically and mentally able to safely perform the essential job functions without obvious risk of injury to the employee or co-workers. Applicants must receive satisfactory results from a background check, as conducted in accordance with applicable laws; and must pass a drug screening.

This job posting includes information about the minimum qualifications (including the UPS Uniform and Personal Appearance Guidelines), locations, shifts, and operations within the locations which may consider my application.

An applicant or employee may request an exception or change to, or an accommodation of, any condition of employment (including the UPS Uniform and Personal Appearance Guidelines) because of a sincerely held religious belief or practice.

UPS is an equal opportunity employer – race/color/religion/□ sex/national origin/veteran/disability.

Apply online at [http://jobs-ups.com/chicago/driver/jobid5577628-dry-van-otr-cdl-a-tractor-trailer-truckload-driver-\(hazmat-req\)-jobs](http://jobs-ups.com/chicago/driver/jobid5577628-dry-van-otr-cdl-a-tractor-trailer-truckload-driver-(hazmat-req)-jobs)

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## **Franklin Park Feeder Part Time Supervisor**

Franklin Park, IL

Job ID: 73827 apply

### Job Summary

This Part-time Dispatch Supervisor is responsible for assisting and reviewing UPS Small Package dispatch activity to ensure timely and proficient service. He/she assists with dispatch planning and is responsible for ensuring that service, safety, and cost goals are met.

Core responsibilities in supervising dispatch operations are to coordinate with others to ensure that dispatch plans are executed efficiently and to ensure adequate staffing and equipment levels for transportation needs. The Part-time Dispatch Supervisor oversees load/tractor planning and assignments, monitors load movement, and tracks the condition of equipment. This position also reviews, analyzes, and tracks various dispatch and service reports and schedules. Using this data, the Part-time Dispatch Supervisor creates efficient dispatch plans, verifies service levels, addresses performance issues, and incorporates modifications – such as new customers, new locations and additional loads – into dispatch plans. The Part-time Dispatch Supervisor also oversees yard operations. This involves coordinating drivers with load volume, ensuring that trailers are in the correct locations and are loaded or empty as planned, and confirming accurate trailer inventory.

### Other Duties

Review driver hours to ensure regulatory compliance

Conduct hazardous materials audits

Review safety reports

Verify appropriate driver uniforms and utilization of safe work methods

Determine employee training needs to produce continuous development plans

Provide feedback and support

Conduct performance evaluations and resolve individual and group performance issues

UPS is an equal opportunity employer – race/color/religion/□ sex/national origin/veteran/disability.

Apply online at <http://jobs-ups.com/illinois/operations/jobid6728358-franklin-park-feeder-part-time-supervisor-jobs>

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### **Package Handler Part Time**

Bedford Park, IL

Job ID: ILBED1

UPS is hiring individuals to work as part-time Package Handlers.

This is a physical, fast-paced position that involves continual lifting, lowering and sliding packages that typically weigh 25 - 35 lbs. and may weigh up to 70 lbs.

Part-time employees usually work 3 ½ - 4 hours each weekday (Monday through Friday) and typically do not work on weekends or selected holidays.

Package Handlers receive a competitive hourly rate and also an attractive benefits package. Please note that these opportunities are part-time only working approximately 17 1/2 – 20 hours per week.

Employees can expect to take home between \$140.00 and \$170.00 each week after deductions have been taken for taxes, etc.

UPS provides an excellent employment opportunity for students.

Through the UPS Earn & Learn program, our student employees receive all the paid benefits of a great part-time job with UPS, plus outstanding education assistance of up to \$2,625 per semester / \$5,250 per year with a maximum lifetime benefit of \$25,000.

This assistance can be used for tuition, books and fees as long as you are attending an approved college, university, trade or technical school.

You will be eligible for the Earn & Learn program on your first day of work.

UPS is an equal opportunity employer – race/color/religion/□ sex/national origin/veteran/disability.

Apply online at <http://jobs-ups.com/illinois/package-handler-part-time/jobid5577622-package-handler-part-time-jobs>

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