



Cook

As a Cook, you assist the food and beverage team in making sure that every single guest enjoys the experience. How so? You'll ensure consistent food quality, prepare orders in a short period of time and prepare menu items in accordance with established recipes and guidelines. In addition, you'll maintain a clean, sanitary, and safe work area in a fast paced environment. Easier said than done, right?

Let's break it down into your soon-to-be responsibilities:

Maintain communication with other cooks to assemble food orders within established average ticket time while preparing several different orders simultaneously.

Adhere to recipes to ensure consistent food quality and presentation.

Answer questions courteously, accurately, and quickly. Perform required sanitation procedures. Operate large-volume cooking equipment such as grills, fryers, or ovens according to manufacturer's instructions.

Uphold cleanliness and ensure proper sanitation of entire kitchen including food prep area, cooking equipment, counters, shelves, utensils, and storage areas.

At AMC, we live in a team-based culture where a take-charge approach exists at all levels. We offer continuous training and development programs, a highly competitive compensation plan and excellent benefits. Ready to get started? First, answer these questions: Are you passionate about doing what it takes to get the job done? Do you enjoy satisfying guests? Can you run a kitchen operation like a well-oiled machine?

As a Cook at AMC, you'll need to demonstrate:

Proficiency in kitchen operations and execution.

Complete food handling training and obtain any local or state mandated certification.

Must be able to cook food to recipe standards.

Must have working knowledge of U.S. measurements, weight and volume.

Ability to follow instructions on safe use of all chemical/cleaning materials.

Ability to work effectively with supervisors and co-workers and with minimal supervision. Ability to meet deadlines.

Ability to stand on feet for an extended period of time.

Ability to ascend and descend stairs.

Ability to walk, lift, twist, bend, reach, and handle food products on a frequent basis.

Ability to lift up to 50 pounds and move it 75 yards on a regular basis.

Ability to communicate and work effectively with supervisors and co-workers in a high-volume setting.

As if working in the entertainment world wasn't enough, you're entitled to many benefits as an AMC associate including FREE movie passes, health and 401(k) plans, and an employee assistance program. If helping run a high volume kitchen, great benefits and having fun matter to you, apply today at

<https://www.amctheatres.com/careers/theatre-crew/cook>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903

sign up for daily job leads www.lashawnford.com

email job leads to workforce@lashawnford.com

please feel free to forward job leads to others



Driver in Chicago Illinois United States / Avis Car Rental

Employee Type: Full Time

Required Experience: 1 Year

Category: Transportation

Career Level: Experienced (Non-Manager)

Required Education: High School/GED

City: Chicago

State: Illinois

Zip Code: 60632

Country: USA

As a Driver, you will work full or part time, outdoors transporting our rental vehicles to and from various locations safely. You will assist other Avis Budget Group associates in maintaining a smooth and safe traffic flow throughout check in area and conduct the final inspection ensuring proper vehicle cleanliness; appearance and readiness meet company standards. You will also identify and report any vehicle damage.

Excellence is rewarded at every level. From our "best in class" recognition for top sales performance to our CEO acknowledgements for outstanding customer service, Avis Budget Group is committed to acknowledging and rewarding you for a job well done.

Basic Qualifications/Minimum Requirements:

- * Must have a high school diploma
- * At least 6 months of prior work experience
- * Valid driver's license and a good driving record
- * Must be willing and able to work a flexible schedule including nights, weekends and holidays

We provide you: * \$8.25/hr

* Corporate discounts, car rental discounts & much more!

If you're motivated and dependable with a proven track record of success in a customer care environment, then we can put your career on the map

A valid driver's license is required for all positions. Drug screening and a background check are a part of our hiring process.

Avis Budget Group is an EEO/AA Employer

Apply online at <http://avisbudgetgroup.jobs/chicago-il/driver/42770406/job/>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Job Title: Child Protection Specialist

Agency: Children & Family Services

Closing Date/Time: Wed. 01/29/14 5:00 PM Central Time

Salary: \$4,715.00 - \$6,452.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC062

Bid ID#: 1447003-479555L

Minimum Requirements: Preferably requires a master's degree in social work and two years of directly related professional experience; or requires a master's degree in a related human service field and two years of directly related professional experience; or requires a bachelor's degree in social work and four years of directly related professional experience; or requires a bachelor's degree in a related human service field and four years of directly related professional experience; requires possession of a valid driver's license, daily access to an automobile, and proof of vehicle insurance; requires physical, visual and auditory ability to carry out assigned duties.

Directly related professional experience includes casework/case management experience related to family preservation or family reunification, adoption, youth development, counseling and advocacy services or a related field. The college or university issuing a degree must be accredited, and the degree program in social work must be approved by the Council on Social Work Education. The related human service degree refers to social work, psychology, psychiatric nursing, psychiatry, mental health counseling, rehabilitation counseling, pastoral counseling, marriage and family therapy, and human services.

Work Hours & Location/Agency Contact:

Work hours: Monday through Friday 8:30 AM to 5:00 PM

Location: DCFS 1911 S Indiana Chicago, IL 60616

Team 6B0270 Supervisor: Louise Hughes

SUBMIT BIDS TO: SUE ALLEN-OATES

100 W. RANDOLPH, SUITE 6-100 CHICAGO, IL 60601 FAX: (312)814-7134

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 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) 526-0844 (TTY Only).

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903

sign up for daily job leads www.lashawnford.com

email job leads to workforce@lashawnford.com

please feel free to forward job leads to others



Job Title: Support Service Coordinator I

Agency: Human Services

Closing Date/Time: Mon. 01/27/14 5:00 PM Central Time

Salary: \$18.23 - \$23.23 hourly

\$1,458.39 - \$1,858.39 biweekly

\$3,172.00 - \$4,042.00 monthly

\$38,064.00 - \$48,504.00 annually

Job Type: Full-Time

Location: Cook County Zone 4, Illinois

Number of Vacancies: 1

Plan/BU: RC009

Bid ID#: 14/78674

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direction of the Dietary Manager, serves as lead worker in the direction of staff to a designated shift. Monitors and directs dietary support staff, schedules work assignment, prepares weekly delivery schedules of perishable supplies. Cooks and prepares food, serves meals to recipients.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of High School. Requires 2 years experience, such as could be gained at the Support Service Provider level in one of the support service functional areas to which assigned. Requires possession of a valid Illinois Food Service Sanitation Certificate.

Work Hours & Location/Agency Contact: Dietary Dept Late Shift
Valarie Laird/Human Resources
Madden Mental Health Center 1200 S. First Ave Hines, IL. 60141
Fax# 708-338-7078

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 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) 526-0844 (TTY Only).

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Dishwasher

As a Dishwasher, you assist the food and beverage team in making sure that every single guest enjoys the experience. How so? You maintain clean and sanitary conditions of all cooking utensils, flatware, china, and stemware. In addition, you maintain a clean and safe environment in all back-of-house areas. Easier said than done, right? Let's break it down into your soon-to-be responsibilities:

Clean and sanitize all cooking utensils, flatware, china, stemware and workstation throughout the shift.

Sweep and mop the stockrooms and walk-in refrigerator nightly.

Maintain dishwashing equipment by following manufactures' operating instructions.

Lock and secure food and equipment.

Clean all equipment in preparation for the next day.

At AMC, we live in a team-based culture where a take-charge approach exists at all levels. We offer continuous training and development programs, a highly competitive compensation plan and excellent benefits. Ready to get started? First, answer these questions: Are you passionate about doing what it takes to get the job done? Do you enjoy satisfying guests? Can you help run a food and beverage operation like a well-oiled machine?

As a Dishwasher at AMC, you'll need to demonstrate:

Ability to work at a fast pace while standing for long periods of time.

Complete basic food handling training and obtain any local or state mandated certification.

Possess good verbal communication skills.

Ability to follow instructions on safe use of all chemicals/cleaning materials.

Ability to work with minimal supervision.

Ability to, walk, lift, twist, bend, reach, and handle food products on a frequent basis.

Ability to stand on feet for an extended period of time.

Ability to ascend and descend stairs.

Ability to lift up to 50 pounds and move it 75 yards on a regular basis.

Ability to communicate and work effectively with supervisors and co-workers in a high-volume setting.

Ability to push trash carts weighing up to 50 pounds up to 250 feet.

As if working in the entertainment world wasn't enough, you're entitled to many benefits as an AMC associate including FREE movie passes, a 401(k) plan, and an employee assistance program. If making a difference, receiving great benefits and having fun matter to you, apply today at

<https://www.amctheatres.com/careers/theatre-crew/dishwasher>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Vehicle Service Attendant in Chicago Illinois United States

Employee Type: Full Time
Required Experience: None Selected
Category: General Labor
Career Level: Experienced (Non-Manager)
Required Education: High School/GED
City: Chicago
State: Illinois
Zip Code: 60666
Country: USA

As a Seasonal Vehicle Service Attendant, you will work behind the scenes in an outdoor environment to ensure customer satisfaction during the rental pick up process. In this role, you will be responsible for maintaining the cleanliness of our fleet while also performing regular, non-mechanical maintenance tasks such as checking tire pressure, fluid levels and fuel vehicles in a timely and safe manner. If you love working in a fast-paced environment, are detail oriented and possesses good communication skills, this position is for you!

Vehicle Service Attendant Requirements:

- * Must be 18 years of age or older
- * High school diploma or equivalent or preferred
- * 6 months of prior work experience preferred
- * Physical ability to move in and out of vehicles
- * Effective verbal communication skills to communicate with customers, co-workers and management
- * Must be willing to work outdoors in all types of weather conditions
- * Must be willing to work various shifts including weekends, nights, and holidays
- * Driving experience with a valid Drivers License (as mandated by state and location) and a good driving history
- * Willing to complete pre-employment testing, drug screen and background check

Get your GO on!

Avis Budget Group is an equal opportunity employer, and is committed to ensuring diversity in our workforce.

Apply online at <http://avisbudgetgroup.jobs/chicago-il/vehicle-service-attendant/29892549/job/>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Job Title: Administrative Assistant I - Opt D1
Agency: Children & Family Services
Closing Date/Time: Wed. 01/29/14 5:00 PM Central Time
Salary: \$4,077.00 - \$6,096.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC028
Bid ID#: 1413001-132965

Description of Duties/Essential Functions Benefits Supplemental Questions
Under general direction of the Monitoring Services Director, performs a variety of important staff and administrative functions; coordinates and reports on various projects; assists in the development of corrective action plans for private agencies and foster care, monitoring agency progress in successfully achieving plan goals; attends meetings with private agencies and summarizes results; plans, coordinates, and provides training for private agencies; conducts special projects, often of a sensitive and confidential nature.

Minimum Requirements:
Requires knowledge, skill, and mental development equivalent to completion of four years of college, preferably with courses in public or business administration; requires one year of professional experience in a public or private organization.

Work Hours & Location/Agency Contact:
Hours: 8:30 AM - 5:00 PM, Monday-Friday
Location: 1911 S Indiana, Chicago, IL
Supervisor: Deborah Kennedy
Contact: Johnnie Rambo
DCFS 1911 S Indiana, 9th Floor Chicago, IL 60616
312-328-2461 Fax: 312-328-2321

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 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) 526-0844 (TTY Only).

Option D1 - Dept Child & Family Serv

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Server

As a Server, you assist the food and beverage team in making sure that every single guest enjoys the experience. How so? You accurately take food and beverage orders, relay orders to kitchen for preparation, deliver prepared food to guests, while providing superior guest service. You will also provide a vital link between our guest and the kitchen staff. Easier said than done, right? Let's break it down into your soon-to-be responsibilities:

- Greet guests in a timely and professional manner.
- Possess full knowledge of bar and menu items and be able to make recommendations.
- Accurately take food and beverage orders in a timely manner.
- Verify guests that purchase alcohol are at least 21 years of age.
- Coordinate and assist with reserved seating tactics.
- Consistently use suggestive selling techniques.
- Collaborate with kitchen staff to ensure that food orders are accurate.
- Deliver food and beverage orders within established time frames once the entire order is completed.

At AMC, we live in a team-based culture where a take-charge approach exists at all levels. We offer continuous training and development programs, a highly competitive compensation plan and excellent benefits. Ready to get started? First, answer these questions: Are you passionate about doing what it takes to get the job done? Do you enjoy satisfying guests?

As a Server at AMC, you'll need to demonstrate:

- Proof of age. (Associates who will be serving, pouring, or mixing alcoholic beverage will need to be 18 and in some states 21).
- Complete basic food handling training and obtain any local or state mandated certification. Demonstrated ability to provide superior guest service.
- Have a high aptitude for math and cash handling.
- Good verbal and written communication skills.
- Obtain any necessary alcohol service licensing requirements.
- Ability to ascend and descend stairs.
- Ability to walk, lift, twist, bend, reach, and handle food products on a frequent basis.
- Ability to lift up to 50 pounds and move it 75 yards on a regular basis.
- Ability to communicate and work effectively with supervisors and co-workers in a high-volume setting.

As if working in the entertainment world wasn't enough, you're entitled to many benefits as an AMC associate including FREE movie passes, a 401(k) plan, and an employee assistance program. If helping run a theatre, great benefits and having fun matter to you, apply today at <https://www.amctheatres.com/careers/theatre-crew/server>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



FT Server Food Restaurant (Job Number: F00019MR)

Work Locations: Hilton Suites Oakbrook Terrace 10 Drury Lane Oakbrook Terrace 60181

A Server with Hilton Garden Inn is responsible for serving food and/or beverages to guests in the hotel/Es continuing effort to deliver outstanding guest service and financial profitability.

Hilton Garden Inn is one of Hilton Worldwide's ten market-leading brands. For more information visit www.hiltonworldwide.com.

If you know how to offer an exceptional Guest experience and feel you can contribute to an award-winning team, you may be just the person we are looking for to work as a Team Member with Hilton Garden Inn.

What will I be doing?

As a Server, you would be responsible for serving food and/or beverages to guests in the hotel/Es continuing effort to deliver outstanding guest service and financial profitability. Specifically, you would be responsible for performing the following tasks to the highest standards:

- Respond to guest requests in a timely, friendly and efficient manner
- Ensure knowledge of menu and restaurant promotions and specials
- Take guest food and/or beverage orders and input orders in appropriate point-of-sale system
- Retrieve and deliver food and beverage orders in a timely manner
- Ensure guest satisfaction throughout the meal service
- Serve alcoholic/non-alcoholic beverages in accordance with federal, state, local and company regulations
- Clean and reset service tables
- Ensure serving station is well-stocked at all times

Apply online at

http://hilton.taleo.net/careersection/hww_cs_internal_global/jobdetail.ftl

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Human Resources Generalist

Location: Arlington Heights

Office: Office of Executive Director

Department: Human Resources

Job Description:

Under the direction of the Department Manager, Human Resources, performs basic and often confidential Human Resources functions and assists in Human Resources, with an emphasis on the recruitment process and record keeping.

Performs preliminary screening, interviewing, testing and other related activities.

Handles employee relations.

May handle releases of information and/or wage deductions, verifications, and references.

Other duties as assigned or required.

Qualifications:

Qualified candidate must have at least three to five years Human Resources experience in addition to a Bachelor's degree or equivalent in business or related field.

Excellent written and verbal communication skills and data entry/wordprocessing skills required.

Recruitment and employee relations experience preferred. Qualified candidate must have a good work history.

Apply online at

http://www.pacebus.com/sub/about/employment_detail.asp?PostingID=540



Bus Servicer

Location: Elgin

Office: Revenue Services

Department: Bus Operations

Job Description:

Under the direction of the Superintendent of Maintenance, or designate, makes service calls. Services all revenue equipment and trucks.

Operates and services washrack and cleaner, as required.

Parks and spots equipment as directed. Accurately records fuel and oil dispensed at service island and bus cleaning.

Custodial and other duties as assigned or required.

Empty farebox vaults, take farebox readings. Responsible for completing all required documents and reports for work performed.

NOTE: This is a bargained for position (Union) and is in accordance with the Collective Bargaining Agreement.

Qualifications:

Qualified candidate must be at least 21 years of age and possess or be able to obtain a valid class "B" Illinois Commercial Driver's License, knowledge of service area, knowledge of commercial service equipment, including high pressure pump, greasing units, etc., and ability to operate all Pace revenue equipment.

Candidate must be able to lift 50- 75 lbs. The performance of these duties may be required at any time of the day and night, any day and night of the week.

Previous diesel experience and/or technical training is required. Qualified candidate must have a good work history.

Apply online at

http://www.pacebus.com/sub/about/employment_detail.asp?PostingID=388

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Supervisor

As Supervisor at AMC® you'll assist the management team to make sure the theatre runs smoothly so that every single guest enjoys the show. You'll be the not-so secret to our success.

Let's take a look at your soon-to-be responsibilities:

- Make certain guest service is friendly, helpful and fast
- Maintain facilities that are clean, safe and in good repair
- Provide an experience that is comfortable, distraction-free and picture-perfect
- Serve fresh, appetizing and properly prepared food and beverages
- Assist with other functions as instructed by the General Manager
- Uphold AMC's high standards and deliver entertaining company-wide programs

As a Supervisor at an AMC theatre, you'll also be required to demonstrate:

- Proven supervisory experience with effective managerial and training skills
- Persuasive written and oral communication skills along with strong analytical skills
- Ability to effectively delegate and follow up with booth crew members
- Proficient guest service, administrative and follow-up skills
- Equally comfortable communicating and working with guests, supervisors, peers, subordinates, vendors or partners
- Ability to consistently meet deadlines in a timely fashion
- Standing, walking, lifting, twisting and bending on a frequent basis

At AMC, we live in a team-based culture where a take-charge approach exists at all levels. We expect that from you, too.

We also offer continuous training and development programs, highly competitive compensation with performance-driven bonuses and excellent benefits including free movie passes and health and 401(k) plans.

If working in the entertainment world, delivering superior customer service and having fun matter to you, apply online today at

<https://www.amctheatres.com/careers/theatre-crew/supervisor>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Hospital Services Tech I

Area of Interest: Manufacturing

Biomedical

Requisition Number: BIO40558

Chapter Code - Chapter Description:

If this is a Chapter Position then select the Chapter - Chapter Description

Business Unit: Biomedical

Country: United States

State/Province: Illinois

City: Chicago

Full Time / Part Time: Full Time

Shift: 3rd - Third Shift

Work Schedule: 11pm-7am

Percentage of Travel: 0% - None

Relocation Eligibility: No

Job Description:

American Red Cross Blood Services has one Full-Time 3rd shift position available. Manufacture blood products, including but not limited to, whole blood, platelets, plasma, red blood cells, and cryoprecipitate. Operate, maintain, and perform quality control checks on laboratory equipment. Perform data entry and operate computer programs associated with component production.

This position requires excellent communication and time management skills as well as the ability to focus under pressure. Candidates must be a high school graduate or equivalent with valid driver's license, clean driving record and the ability to lift 50 lbs. A two-year technical degree in related medical field or equivalent experience is preferred.

Qualifications: High school diploma or equivalent required. Experience in a regulatory, laboratory or manufacturing setting preferred.

Manufacturing technicians working in Distribution or Plasma Sample Management positions may require a valid driver's license .

Excellent customer service skills required. Hours: 11pm-730am with rotating days off.

Reference Requisition (BIO40558).

An equal opportunity employer/AA

To apply please visit our website: <http://www.americanredcross.apply2jobs.com/>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



SHIPPING CLERK

Job Order Number: DJ-011614 Today's Date: 01/16/2014 Need Hire By: 01/17/2014
Job Order Close Date: 1/31/2014 Starting Pay: \$11.00 Shift Requirement: First
Company Location: 60007 Elk Grove Village, IL
Benefits: Health, Dental, Vision, Life
Public Transportation Accessible: Yes
Other: 1st shift is from 7am-3pm and is accessible by public transportation

Experience Required:

- 2 years' experience as a shipping clerk within a manufacturing environment
- 2 years' experience using a computerized inventory system
- 1 year experience dealing with customers over the phone regarding shipping & receiving; customer orders etc...

Knowledge Required: GMP's

Skills and Abilities Required:

- Must be able to lift 50lbs
- Must be able to use a pallet jack
- Must be able to answer calls & deal with customers regarding the shipments of orders, delays, etc. in a kind and professional manner
- Must be able to input information into the inventory system
- Must be able to verify all incoming and outgoing orders and handle any discrepancies

Credentials or Certifications Required: None required

Physical Work Environment:

- Manufacturing company with machines – Primarily a desk job within the warehouse

Personal Characteristics Required:

- Must be stable, dependable and prompt
- Must be able to work in a clean room environment
- Must be able to adhere to all of the rules and regulations of the company

Company Interview Process:

- Must be able to pass interview, pre-employment test, background check (case by case) and drug test

Please direct your questions to:

Dee Dee Jones (773) 890-8055 x 4592 or via email at h.jones@idpl.org
ManufacturingWorks 2800 S. Western Suite 1314
Chicago, IL 60608

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



**Lockwood Restaurant & Potters Lounge Restaurant Manager
(Job Number: F00019DS)**

Work Locations: The Palmer House Hilton 17 East Monroe Street Chicago 60603

A Restaurant Manager with Hilton Hotels and Resorts is responsible for directing and organizing the activities and services of a hotel food and beverage outlet (restaurant, lounge, room service, coffee shop, etc.) in the hotel's continuing effort to deliver outstanding guest service and financial profitability.

If you understand the importance of upholding a brand's reputation and what it takes to provide a globally recognized hospitality experience, you may be just the person we are looking for to work as a Team Member with Hilton Hotels & Resorts.

What will I be doing?

As a Restaurant Manager, you would be responsible for directing and organizing the activities and services of a hotel food and beverage outlet (restaurant, lounge, room service, coffee shop, etc.) in the hotel's continuing effort to deliver outstanding guest service and financial profitability. Specifically, you would be responsible for performing the following tasks to the highest standards:

- Manage all outlet operations to include, but not limited to, guest service standards and initiatives, product quality, cost controls and overall profitability, marketing initiatives, systems use and management, budgeting and forecasting, department management, policy and procedure implementation and enforcement and meeting participation and facilitation
- Monitor and develop team member performance to include, but not limited to, providing supervision and professional development, conducting counseling and evaluations and delivering recognition and reward
- Monitor and assess product and service and satisfaction trends, evaluate and address issues and make improvements accordingly
- Ensure compliance with health, safety, sanitation and alcohol awareness standards
- Initiate and implement marketing and up-selling techniques to promote restaurant food and beverage and services and to maximize overall revenue
- Ensure team members have current knowledge of outlet offerings, products, services, facilities, events, pricing and policies and knowledge of the local area and events
- Recruit, interview and train team members

Apply online at https://hilton.taleo.net/careersection/us_external/jobdetail.ftl

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Supervisor/Dispatcher

Location: Markham

Office: Revenue Services

Department: Bus Operations

Job Description:

Under the direction of the Regional Manager, or designate, performs road supervisor and/or dispatcher duties. Supervision encompasses all field operations including but not limited to: investigating accidents; passenger incidents; detour routing; passenger relations; vehicle breakdowns; monitoring the performance of Bus Operators.

Dispatch functions encompass supervision and coordination of bus routes and Bus Operators. Maintains work assignment board on daily basis.

Operates base radio coordinating detours and notifies proper authorities in emergencies, breakdowns or upon Bus Operator's request.

Monitors, answers and generates reports off Intelligent Bus System (IBS) including operator violations. Maintains appropriate dispatch paperwork.

Answers phones and fields calls. Answer ADA calls and assist ADA as needed. Other duties as assigned or required.

Qualifications:

Qualified candidate must have at least 5 years experience in transportation. Must be at least 21 years of age and have, or be able to obtain a valid Class "B" Commercial Driver's License.

Must possess: good written and verbal communication skills; extensive knowledge of transit system; supervisory ability; excellent interpersonal skills; ability to make quick, accurate decisions.

Must possess a general knowledge of computer systems with an emphasis on Microsoft Windows applications. The performance of these duties may be required at any time of the day and night, any day and night of the week. Management experience preferred. Qualified candidate must have a good work history.

Apply online at

http://www.pacebus.com/sub/about/employment_detail.asp?PostingID=85

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Lockwood Back Server (Part-Time) (Job Number: F00018VA)

Work Locations: The Palmer House Hilton 17 East Monroe Street Chicago 60603

A Back Server with Hilton Hotels and Resorts is responsible for setting and clearing dining tables and stocking service stations in the hotel's continuing effort to deliver outstanding guest service and financial profitability.

Hilton Hotels & Resorts is one of Hilton Worldwide's ten market-leading brands. For more information visit www.hiltonworldwide.com.

If you understand the importance of upholding a brand's reputation and what it takes to provide a globally recognized hospitality experience, you may be just the person we are looking for to work as a Team Member with Hilton Hotels & Resorts.

What will I be doing?

As a Back Server, you would be responsible for setting and clearing dining tables and stocking service stations in the hotel's continuing effort to deliver outstanding guest service and financial profitability. Specifically, you would be responsible for performing the following tasks to the highest standards:

- Set and prepare tables for dining, including, but not limited to, folding napkins, cleaning and placing tableware, serving water, etc.
- Ensure tableware is in good and working condition and report any defects for repair
- Stock, maintain and clean designated food station(s)
- Assist food server(s) with table service, including, but not limited to, serving beverages, breads, etc.
- Retrieve and transport dirty tableware to dishwashing area
- Respond to guest inquiries and requests and resolve issues in a timely, friendly and efficient manner

Apply online at https://hilton.taleo.net/careersection/us_external/jobdetail.ftl

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Title Custodian

Requisition Number 14-0044

Post Date 1/14/2014

City Chicago

State IL

Description

****This posting is for a full time position, with benefits available. Facility is located at 63rd & Western.****

Responsible for performing general custodial duties.

1. Maintain office areas, hallways, rest rooms, or other similar areas in a clean and orderly condition.
2. Sweep, mop, or scrub hallways or office areas.
3. Empty trash in garbage containers.
4. Clean dust and dirt from ceiling, walls, overhead pipes, and fixtures using long handled brush and vacuum cleaner.
5. Maintain custodial equipment in safe working order.
6. Maintain a safe work environment.

Requirements

1. Minimum of an eighth grade education.
2. Minimum of 2 years prior work history/experience.

Goodwill is an Equal Opportunity/Affirmative Action Employer.

Minorities, women, vets and individuals with disabilities are encouraged to apply.

Apply On-line at

https://rn21.ultipro.com/GOO1011/JobBoard/CanLogin.aspx? JobID=*1B1C5A2347386222& RT=*D356349294394CA3EAC10FEC2E7B083EC5731DC77DF88D1C527D0E9A70E737DAD0AAC05D1CE080C1

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Usher

As an usher at AMC® you'll clean and maintain the auditoriums, restrooms and lobbies while controlling access to the theatre and the auditoriums. That's right. You get the legendary task of tearing tickets. You'll also assist guests by providing direction and answering questions. We'll even help you with the answers.

Right this way to your soon-to-be responsibilities:

- Make certain guest service is friendly, helpful and fast
- Maintain facilities that are clean, safe and in good repair
- Provide an experience that is comfortable, distraction-free and picture-perfect
- Control access to theatre by greeting, directing guests and tearing tickets
- Enforce ratings to keep underage guests from accessing auditoriums with adult content
- Monitor auditoriums for picture/sound quality, temperature, lighting and guest behavior
- Create a constant presence inside and outside auditoriums to deter any disruptive conduct
- Assist with crowd control and seating of guests in auditoriums
- Clean lobbies, restrooms, auditoriums and all exterior and common areas of theatre
- Change marquees, auditorium, lobby signage and poster cases
- Answer questions from guests and resolve any concerns
- Assist with other functions as instructed by the General Manager
- Uphold AMC's high standards and deliver entertaining company-wide programs

As an usher at an AMC theatre, you'll also be required to demonstrate:

- Proficient guest service, administrative and follow-up skills
- Comfortable communication and cooperation with guests, supervisors, peers, subordinates, vendors or partners
- Standing, walking, lifting, twisting and bending on a frequent basis
- Ability to present a calm demeanor that deters people from engaging in disruptive conduct while encouraging positive interaction with guests

At AMC, we live in a team-based culture where a take-charge approach exists at all levels. We expect that from you, too. We also offer continuous training and development programs, highly competitive compensation with performance-driven bonuses and excellent benefits including free movie passes and a 401(k) plan.

If working in the entertainment world, delivering superior customer service and having fun matter to you, apply online today at

<https://www.amctheatres.com/careers/theatre-crew/usher>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Job Title: Deputy Clerk 1 - Appellate

Agency: Illinois Courts/Administrative Office of the Illinois Courts

Closing Date/Time: Mon. 01/27/14 5:00 PM Central Time

Salary: \$26,253.00 / Year

Job Type: Full-Time

Location: Kane County, Illinois

Number of Vacancies: 1

Bid ID#: 082

Description of Duties/Essential Functions Benefits Supplemental Questions

This position involves general office duties including processing mail, answering telephone calls, data entry, assisting the public at the filing counter, maintaining court files and performing other duties as assigned.

Minimum Requirements:

Experience, Education, And Training Requirements: The Deputy Clerk 1 - Appellate must possess a minimum of 6 months office experience working with the operations of a personal computer. Knowledge and skills required include excellent interpersonal skills, exceptional knowledge of personal computer applications, detail oriented and possess outstanding organizational skills.

Physical Requirements: Ability to sit for extended time periods. Professional office working environment requiring telephone usage and the ability to process written documents.

Work Hours & Location/Agency Contact: 8:30 a.m. - 4:30 p.m.

Second District Appellate Court Clerk's Office

55 Symphony Way, Elgin, Illinois 60120

Arlene Williams (847) 695-3750

How to Apply:

Interested persons should submit - via email or hard copy - a letter of interest, resume, and references to:

Second District Appellate Court Clerk's Office

Attn: Arlene Williams

55 Symphony Way, Elgin, IL 60120

awilliams@IllinoisCourts.gov

Applicant's information must be received by 5:00 p.m. on Monday, January 27, 2014.

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903

sign up for daily job leads www.lashawnford.com

email job leads to workforce@lashawnford.com

please feel free to forward job leads to others