



**Hiring Event - Store Associates & Shift Managers**

Date: Tuesday, February 04, 2014

Start Time: 8 00 AM

End Time: 11 00 AM

Location: 4833 Oakton St, Skokie, IL.

Information:

At Aldi Foods, we offer an intensive training program, a solid team environment, superior benefits and compensation and exciting advancement opportunities.

With over 1200 stores in 32 states in the U.S., we are one of the largest food retailers in the world with a reputation for high quality products and higher quality employees.

Store Associates- \$13/Hr starting (20-40 Hrs/Wk)

Months Worked Wage per hour

13 - 24 \$13.50

25 - 36 \$14.00

37+ \$14.75

Shift Managers - Associate Wage + \$4/hr shift premium

Hiring event for the following stores:

Morton Grove, Niles, Skokie, Mount Prospect, Des Plaines.

We offer an excellent benefit package that includes Medical, Dental, Vision, Company Paid Uniforms, One Week Vacation after 6 Months, Short and Long Term Disability, Retirement, 401K, and Much More.

High School Diploma or GED Required. Must be 18 years or older to apply. Applicants must possess the ability to lift up to 45lbs. with or without reasonable accommodations. We require pre-employment drug screening. We are an equal opportunity employer.

\*Relevant experience strongly preferred; reliable transportation required; must be available Monday through Sunday between 6am and 11 pm.

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## **ELCO Claims Transfer Representative**

Job ID 2014-103163

Category Administrative/Clerical - All Positions

Location US-IL

Area Chicago: West Suburbs

We are an Equal Opportunity Employer M/F/D/V.

Minimum starting pay for this position is \$12.00/hour. This is a full-time position (40 hours) with full company benefits. The hours for this position are Monday through Friday between the office hours of 7:00am and 6:00pm.

### Responsibilities:

- Determine primacy of liability coverage according to state laws and marketing agreements
- Determine potential sources of liability coverage through phone contact and/or information searches
- Facilitate transferring liability exposures to appropriate liability carriers
- Verify limits of available coverage
- Successfully manage conflict during difficult or emotional situations and effectively communicate with renters, insurance carriers and other parties as necessary
- Respond promptly and appropriately to requests from renters, insurance carriers and internal contacts
- Work cooperatively with Enterprise personnel to achieve high quality claims handling
- Assist with additional administrative duties for the office which will include trips to the post office to pick up mail and filing

### Qualifications:

- High school diploma required
- Some college courses preferred
- Two years of office or administrative work experience that included daily use of computer software programs and/or internet use required
- Two years of customer service, sales or insurance company experience required
- Customer service experience over the phone preferred
- Satisfactory driving record and current and valid driver's license
- Must be able to lift and carry 15 pounds
- Must be able to work full-time
- Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future.

Apply online at <https://us-erac.icims.com/jobs/103163/elco-claims-transfer-representative/job>

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**Utility Worker (Chicago--Hyatt Location)**

Job ID 70631 # Positions 1Location US-IL-Chicago

Category Fleet Operations

**General Responsibilities:**

If you're looking for the benefits of joining an industry leader, with a high-charged, energy-filled environment, then you can stop looking, because you have found what you're looking for in the Utility Worker position at our Hertz Local Edition location.

Bring your energy, drive, and motivation to Hertz, and set your goals on cruise control! The Hertz Corporation, a world leader in the car rental industry, currently seeks energetic team players to join our team.

Duties include assisting with customer pick-up and delivery, cleaning the interior and exterior of the vehicle, checking and filling all necessary fluids under the hood, refueling the vehicle and checking tire pressure.

**Mandatory Requirements:**

- Customer service experience is required
- Must be able to stand for long periods of time with continuous bending and twisting
- Must be available to work scheduled hours depending on the needs of the branch including Saturdays and Sundays
- Must be at least 20 years of age
- Valid Driver's License with clean motor vehicle record
- Periodic MVR checks will be performed if hired.

**Educational Background:**

High school diploma or equivalent education required.

**Preferred Requirements :**

Hertz is a Drug-Free Workplace. All employment is contingent on successful completion of drug and background screening.

EOE M/F/D/V

Apply online at <https://usjobs-hertz.icims.com/jobs/70631/utility-worker-%28chicago--hyatt-location%29/job?hub=20>

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### **Sales Representative - Heavy Equipment division**

Job ID 69790 # Positions 1 Location US-IL-Chicago

Category Sales - Inside/Outside Sales

As a Sales Representative, the successful candidate is responsible for:

- Daily territory management and revenue growth through on site visits to customer job sites in addition to contacting potential customers via telephone
- Plan and organize business strategies to achieve desired results and exceed quota by renting and selling equipment
- Identify customer needs and react appropriately while understanding market conditions and local competitor pricing
- Penetrate customer at the strategic level to diversify customer base to include industrial, traditional and nontraditional accounts

#### Mandatory Requirements:

- BA/BS University degree with a concentration in marketing, sales, or business. Other disciplines are encouraged to apply
  - Works effectively with all levels of the company
  - Uses business processes to achieve desired results
  - Exceptional communication skills including face-to-face interaction
  - Ability to follow up with customers in a timely manner
  - Must react to changing business needs
  - Multi tasker who uses project management skills to accomplish goals
  - Must have valid driver's license and driving record in good standing
  - Proven track record with 3 to 5 years sales experience within the heavy equipment industry and or 5 years plus sales experience in a related field
  - Very good knowledge of the heavy equipment and small tool rental business
  - Detailed knowledge of all types of equipment and how it is used
  - Understanding of local competition and market rates in order to drive results
  - Ability to work autonomously in a fast paced environment
- \*Candidate will be given the use of a company fleet vehicle for business purposes.

#### Preferred Requirements :

Hertz is a Drug-Free Workplace. All employment is contingent on successful completion of drug and background screening.

EOE AA/M/F/D/V

Apply online at <https://usassessment-hertz.icims.com/jobs/69790/sales-representative---heavy-equipment-division/job?hub=20>

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**On-Call Transporter (Part-Time)**

Job ID 59390 # Positions 5Location US-IL-Chicago-Midway

Category Driving – Vehicle

**General Responsibilities:**

If you're looking for a part-time job with an industry leader, the Transporter position at our Midway Airport location is designed with you in mind.

You will drive late-model rental cars with automatic transmissions at and from the Midway location to various locations.

This is a casual, part-time position that's ideal for someone interested in getting out of the house a few days each month and is not intended for candidates seeking immediate full-time employment.

If hired, you will be placed on a call list and will be offered work as it is available.

There will be no set schedule initially.

**Mandatory Requirements:**

Drivers license and good driving record required. Must be 20 years old or older.

**THIS IS A PART-TIME POSITION**

**Preferred Requirements :**

Applicants should be available to work a flexible, on-call schedule including nights and weekends.

Apply online at <https://usjobs-hertz.icims.com/jobs/59390/on-call-transporter-%28part-time%29/job?hub=20>

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## **Surgical Technician**

St. Bernard Hospital and Health Care Center is committed to participate as an active partner in the well-being of the community we serve. Since our founding in 1904, St. Bernard Hospital and Health Care Center has been a continuously growing entity within Englewood and the Southside communities of Chicago.

### Description:

Prepares and maintains medical equipment for surgical procedures. Follows hospital regulations and industry procedures to tend to patient during pre-operation procedures. Performs pre-operation preparations to the patient's skin, body, and medical equipment. May be required to transport patient to and from the operating room. Visits patients pre and post-operatively and reviews the medical record in the best interest of patient care.

EOE "A Tradition of Caring" since 1904.

### Requirements:

Graduate of an accredited surgical technician program.

Two years of related clinical experience.

Minimum of 1 years of experience in a hospital setting required.

Qualified candidates must be familiar with standard concepts, practices, and procedures within their field.

Applicants may submit downloaded employment applications and resumes in the following ways:

Email: [employment@stbh.org](mailto:employment@stbh.org)

Fax: (773) 962-0034

Mail:

Human Resources Department

St. Bernard Hospital

326 West 64th Street

Chicago IL, 60621

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## Food Service Worker

St. Bernard Hospital and Health Care Center is committed to participate as an active partner in the well-being of the community we serve.

Since our founding in 1904, St. Bernard Hospital and Health Care Center has been a continuously growing entity within Englewood and the Southside communities of Chicago.

### Description:

Responsibilities include cleaning stations, work areas, and equipment daily. Prepare food items required for next day.

Pass, collect, and scrap food trays.

Set-up tray line stations, proper utensils, condiments, and food needed for meals.

EOE

"A Tradition of Caring" since 1904.

### Requirements:

High school diploma or GED

Minimum of 2 years of food service experience

Minimum 1 year hospital dietary experience.

Qualified candidates must be familiar with standard concepts, practices, and procedures within their field.

Applicants may submit downloaded employment applications and resumes in the following ways:

Email: [employment@stbh.org](mailto:employment@stbh.org)

Fax: (773) 962-0034

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**\*Part-Time Driver - Chicago-Cragin**

Job ID 2014-102457

Category Customer Service/Support - Driver

Location US-IL

Area Chicago City Northside: Lincoln Park/Lakeview/Wrigleyville/Logan Square

We are an Equal Opportunity Employer M/F/D/V.

**Overview:**

The Service Agent cleans vehicles inside and out (vehicles may be cleaned by hand or by operating washing equipment). The Service Agent also performs regular maintenance (non-mechanical services), moves vehicles, and performs other duties assigned by the manager, all completed in a safe and timely manner.

The position is based out of 3057 N. Cicero Ave. Chicago, IL 60641

**Responsibilities:**

The Part Time Driver is responsible for the transporting of fleet cars and vans to and from rental locations, as well as navigating written directions.

- Drive and deliver vehicles locally or out of area as needed, following all rules of the road
- Deliver customers and vehicles to appropriate destination in a safe and courteous manner
- Ride with or follow another driver to drop off vehicle(s) or pick up multiple vehicles
- Organize travel route and ensure vehicle paperwork is accurate and timely
- May need to communicate via 2-way radio or cellular phone
- May be asked to clean vehicles
- Perform miscellaneous job-related duties as assigned

**Qualifications:**

- Must be at least 18 years old
- Must have 1 year of prior work experience
- Must have a valid driver's license with no more than 1 moving violation and/or at-fault accident on driving record in the past 3 years
- No drug or alcohol related conviction on driving record in the past 3 years
- Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future.
- Must be willing to work for a non-negotiable wage of \$8.25/hr.

•Apart from Religious observances you must be able to work the following schedule:

•Monday-Friday 7:30am-12:30pm OR •Monday-Friday 1:00pm-6:00pm

Apply online at [https://us-erac.icims.com/jobs/102457/\\*part-time-driver---chicago-cragin/job](https://us-erac.icims.com/jobs/102457/*part-time-driver---chicago-cragin/job)

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## **Management Trainee - Chicago City: Loop/Gold Coast/Bucktown**

Job ID 2013-97604

Category Management Trainee Program - All Positions

Location US-IL

Area Chicago City: Loop/Gold Coast/Bucktown

We are an Equal Opportunity Employer M/F/D/V.

### **Responsibilities:**

As a Management Trainee, you are empowered to make business decisions that greatly affect your career as well as the bottom line. You'll gain responsibility for developing new business and maintaining current relationships. You'll be responsible for understanding cost control, reading your branch's P&L statement and understanding what it takes to run a profitable business. You will also learn how to deliver superior customer service. We will teach you how to effectively communicate, influence and interact with all types of customers, vendors and co-workers. You'll learn proper sales techniques to problem solving and conflict management. Those skills will provide you with the opportunity to market to local business partners and build solid, long-lasting relationships with key business decision-makers. In your development to become a successful manager at Enterprise, you'll learn how to mentor, train, develop, manage and promote a staff of your own.

### **Qualifications:**

- Bachelor's degree preferred.
- 1. Associates Degree with 2 years of sales experience in lieu of Bachelor Degree
- 2. 4 years of Sales experience in lieu of no degree
- Must have relevant experience in 2 of the following 3 categories:
  - Sales
    - Will consider 3+ years as a professional or college athlete in lieu of sales
    - Will consider 2+ years of active duty military experience in lieu of sales
  - Customer Service
  - Management/Supervisory/Leadership
- Must have a valid driver's license with no more than three moving violations and/or at-fault accidents on driving record in the past three years.
- No drug or alcohol related conviction on driving record within the last 3 years (DUI/DWI).
- Must be at least 18 years old.
- Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future.

Apply online at <https://us-erac.icims.com/jobs/97604/management-trainee---chicago-city%3a--loop-gold-coast-bucktown/job>

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## **Front Desk Receptionist/Information Clerk**

St. Bernard Hospital and Health Care Center is committed to participate as an active partner in the well-being of the community we serve.

Since our founding in 1904, St. Bernard Hospital and Health Care Center has been a continuously growing entity within Englewood and the Southside communities of Chicago.

### **Description:**

The Front Desk Receptionist/Information Clerk is the initial point of contact with the public.

This position is the liaison between visitors and hospital staff and is responsible for being able to effectively and professionally communicate with all parties.

Responsibilities include answering phones, greeting visitors, following security policies & procedures, and completing required paperwork.

EOE

"A Tradition of Caring" since 1904.

### **Requirements:**

High school diploma or GED

Minimum of 5 years of experience as a Front Desk Receptionist.

Experience in front desk security procedures.

Strong people skills.

Qualified candidates must be familiar with standard concepts, practices, and procedures within their field.

Applicants may submit downloaded employment applications and resumes in the following ways:

Email: [employment@stbh.org](mailto:employment@stbh.org)

Fax: (773) 962-0034

Mail:

Human Resources Department

St. Bernard Hospital

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## **In-Patient Coder**

St. Bernard Hospital and Health Care Center is committed to participate as an active partner in the well-being of the community we serve.

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### **Description:**

Responsible for the analysis of in-patient and out-patient medical records to identify principle, secondary, and subsequent diagnosis and/or procedures, and sequencing to optimize reimbursement.

Also responsible for coding of medical charts using ICD and CPT classification systems; the abstracting of medical records into computerized database; performing audits for correct coding; and compile reports for department and Hospital Committee meetings.

EOE "A Tradition of Caring" since 1904.

### **Requirements:**

Only candidates having at least 5 years of hospital experience with in-patient coding and abstracting experience will be considered. Must have at least five years of in-patient hospital coding and abstracting experience. High school diploma or GED. RHIT or RHIA certification. Experience with 3m software Knowledge of medical terminology, anatomy, physiology, and disease process required. Knowledge of LMRP, ICD-9-CM and CPT-4 coding systems are required. Qualified candidates must be familiar with standard concepts, practices, and procedures within their field.

Applicants may submit downloaded employment applications and resumes in the following ways:

Email: [employment@stbh.org](mailto:employment@stbh.org)

Fax: (773) 962-0034

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**Part Time Sr. Customer Assistance Representative -Northwest Suburbs**

Job ID 2013-98719 Category Customer Service/Support - Customer Service/Support

Location US-IL

Area Chicago: Northwest Suburbs

We are an Equal Opportunity Employer M/F/D/V.

**Overview:**

The Customer Assistance Representative Sr (CAR Sr) will provide a high level of customer service by assisting both internal and external customers, primarily face-to-face, supporting their branch and rental needs. The CAR Sr will gain knowledge through local training and hands-on experience to provide administrative support, service customers, and act as a rental back-up in a large home city branch or airport location.

This is a part-time position that pays \$9.50/hr.

Benefits included with this position are:

- \*Fun and friendly environment
- \*On The Job Training in a Professional Work Environment
- \*401k and Profit Sharing with employer contribution
- \*Car Rental Discounts
- \*Vehicle Purchasing Discounts
- \*Earned Paid Days Off (after one year of cumulative service)

**Qualifications:**

- Currently enrolled in college or received an associates or bachelor's degree
- Must have 1 year of customer service experience in a professional setting
- Prefer experience working in a sales environment
- Must have a valid driver's license with no more than three moving violations and/or at-fault accidents on driving record in the past three years.
- No drug or alcohol related convictions on driving record in past 3 years (ie., DUI/DWI).
- Must be at least 18 years old.
- Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future.
- Apart from religious observances, preferred work schedule:
  - Monday and Friday 7:30AM-12:30PM or 2:00PM-6:00PM
  - Saturday 8:30AM-12:30PM
  - Sunday 9:00AM-1:00PM

Apply online at <https://us-erac.icims.com/jobs/98719/part-time-sr.-customer-assistance-representative--northwest-suburbs/job>

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## Security Officer

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### Description:

Inspect, monitor, control and patrol work sites. Continuously monitor environment for hazards and safety conditions.

Maintain visitor control log in accordance with hospital regulations. Assist medical personnel. Protect hospital employees and assets, as needed.

EOE

"A Tradition of Caring" since 1904.

### Requirements:

High School diploma or GED, 20-hours security training certificate, current PERC card, 25 years of age, and valid drivers' license are absolutely required.

(Please do not apply for this position if you do not meet the minimal requirements listed above.) At least 1 year of pertinent experience.

Hospital assignment background is a major plus.

Excellent verbal, writing and interpersonal skills are essential.

Good computer skills.

Qualified candidates must be familiar with standard concepts, practices, and procedures within their field.

Applicants may submit downloaded employment applications and resumes in the following ways:

Email: [employment@stbh.org](mailto:employment@stbh.org)

Fax: (773) 962-0034

Mail:

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## **Transportation Driver**

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Since our founding in 1904, St. Bernard Hospital and Health Care Center has been a continuously growing entity within Englewood and the Southside communities of Chicago.

### Description:

The Transportation Driver is responsible for transporting staff and visitors in company vehicles.

S/he prepares, receives, and provides appropriate documentation for the delivery or pick up of passengers and parcels to ensure timely and accurate transportation.

The Transportation Driver is responsible for the operation, maintenance, appearance, and service of the vehicles.

EOE "A Tradition of Caring" since 1904.

### Requirements:

High school diploma or GED or the combination of education, knowledge, skills, mental development, and relevant experience that enables performance of all aspects of the position. Valid Illinois Driver's license with good driving record.

Minimum of two (2) years of transportation experience.

Qualified candidates must be familiar with standard concepts, practices, and procedures within their field.

Applicants may submit downloaded employment applications and resumes in the following ways:

Email: [employment@stbh.org](mailto:employment@stbh.org)

Fax: (773) 962-0034

Mail:

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**Part-Time Service Agent (car detailer) - Chicago (Stony Island), IL**

Job ID 2014-102980

Category Customer Service/Support - Service Agent

Location US-IL

Area Chicago: South Suburbs

We are an Equal Opportunity Employer M/F/D/V.

**Responsibilities:**

The Service Agent is responsible for the care and maintenance of the cars on the lot. This includes vacuuming and prepping the cars, shuttling cars to and from car washes and dealerships for servicing, car transports to and from offices, checking fluid levels, and changing tires.

- Clean vehicle exterior by hand, brush or by operating washing equipment
- Polish, dry and clean vehicle windshields, windows, lights, mats and exterior body, by hand
- Vacuum, shampoo, add air freshener and clean vehicle interior (some stain removal may be required)
- Determine need for and add windshield fluid, gas, oil, water and antifreeze
- Perform basic maintenance check: antenna, under the hood, inside the vehicle, inside the trunk, and outside vehicle
- Verify appropriate stickers are attached to vehicle (registration, plates, etc.)
- May be responsible for maintaining an inventory of cleaning supplies
- May assist with local automobile deliveries
- Perform miscellaneous job-related duties as assigned

**Qualifications:**

- Must be at least 18 years old
- Must have 1 year of prior work experience
- Must have a valid driver's license with no more than 1 moving violation and/or at-fault accidents on driving record in the past 3 years
- No drug or alcohol related conviction on driving record in the past 3 years
- Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future
- Must be willing to accept the starting pay of \$8.25/hr

•Must be able to work the following schedule:

- Monday 8am-1pm •Tuesday 2pm-6pm •Wednesday 1pm-6pm
- Friday 9am-6pm •Saturday 9am-1pm

Apply online at [https://us-erac.icims.com/jobs/102980/\\*part-time-service-agent-%28car-detailer%29---chicago-%28stony-island%29%2c-il/job](https://us-erac.icims.com/jobs/102980/*part-time-service-agent-%28car-detailer%29---chicago-%28stony-island%29%2c-il/job)

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**\*Part-Time Service Agent (Car Detailer)- Western and Roosevelt**

Job ID 2013-98316 Category Customer Service/Support - Service Agent

Location US-IL

Area Chicago: Southwest Suburbs

We are an Equal Opportunity Employer M/F/D/V.

**Overview:**

The Service Agent cleans vehicles inside and out (vehicles may be cleaned by hand or by operating washing equipment). The Service Agent also performs regular maintenance (non-mechanical services), moves vehicles, and performs other duties assigned by the manager, all completed in a safe and timely manner.

*The position is based at 1224 S Western Ave Chicago, IL 60608*

**Responsibilities:**

The Service Agent is responsible for the care and maintenance of the cars on the lot. This includes vacuuming and prepping the cars, shuttling cars to and from car washes and dealerships for servicing, car transports to and from offices, checking fluid levels, and changing tires. •Clean vehicle exterior by hand, brush or by operating washing equipment •Vacuum, add air freshener and clean vehicle interior (some stain removal may be required) •Determine need for and add windshield fluid, gas, oil, water and antifreeze •Perform basic maintenance check: antenna, under the hood, inside the vehicle, inside the trunk, and outside vehicle •Verify appropriate stickers are attached to vehicle (registration, plates, etc.) •May be responsible for maintaining an inventory of cleaning supplies •May assist with local automobile deliveries •Perform miscellaneous job-related duties as assigned

**Qualifications:**

- Must be at least 18 years old
- Must have 1 year of prior work experience
- Must have a valid driver's license with no more than 1 moving violation and/or at-fault accident on driving record in the past 3 years
- No drug or alcohol related conviction on driving record in the past 3 years
- Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future.
- Must be willing to work for a non-negotiable wage of \$8.25/hr.
- Apart from Religious observances you must be able to work one of the following schedule: •Monday - Friday 1:00pm - 6:00pm

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## **Certified Registered Nurse Anesthetist**

St. Bernard Hospital and Health Care Center is committed to participate as an active partner in the well-being of the community we serve. Since our founding in 1904, St. Bernard Hospital and Health Care Center has been a continuously growing entity within Englewood and the Southside communities of Chicago.

### **Description:**

The Certified Registered Nurse Anesthetist (CRNA) provides general anesthesia in surgical and obstetric patients at the same time providing professional observations and resuscitation, when needed. S/he is responsible for the welfare of the patient insofar as anesthetic effects are concerned. The CRNA recognizes the physiologic variations in patient's condition and takes remedial measures to relieve unfavorable symptoms. S/he also completes perioperative clinical records accurately.

We offer a competitive salary and a full range of benefits including: paid holiday and vacation, health, dental, life, long-term disability, pension plan, and retirement plan.

EOE "A Tradition of Caring" since 1904.

### **Requirements:**

Bachelor's degree and/or graduated from a nursing school and a current RN licensure from the State of Illinois Department of Professional Regulations or valid temporary permit to practice nursing in the State of Illinois.

Graduate of an accredited school of Anesthesia

Licensed Registered Nurse in the state of Illinois

Certified Registered Nurse Anesthetist in the state of Illinois

Minimum of one (1) year of CRNA experience.

Qualified candidates must be familiar with standard concepts, practices, and procedures within their field.

Applicants may submit downloaded employment applications and resumes in the following ways:

Email: [employment@stbh.org](mailto:employment@stbh.org)

Fax: (773) 962-0034

Mail:

Human Resources Department

St. Bernard Hospital

326 West 64th Street

Chicago IL, 60621

4800 W. Chicago Avenue, Chicago, Illinois 60651  
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## **Discharge Advocate RN**

St. Bernard Hospital and Health Care Center is committed to participate as an active partner in the well-being of the community we serve. Since our founding in 1904, St. Bernard Hospital and Health Care Center has been a continuously growing entity within Englewood and the Southside communities of Chicago.

### Description:

The Discharge Advocate Registered Nurse provides professional nursing care to a group of patients within an assigned unit of the hospital in support of medical care directed by physician(s). S/he is responsible to be clinically competent; deliver education & support to patients utilizing the nursing process of assessment, planning, intervention, implementation, and evaluation; and effectively interact with patients, significant others, and other healthcare staff while maintaining standards of professional nursing to support the patient throughout the process of transitioning from acute care admission to lesser settings of care; such as home with outpatient follow-up, home with home health or community resources, residential settings, skilled nursing facility care or hospice.

EOE "A Tradition of Caring" since 1904.

### Requirements:

Associate's degree or higher in Nursing from an accredited school.

Current RN licensure from the State of Illinois Department of Professional Regulations

Qualified candidates must be familiar with standard concepts, practices, and procedures within their field.

Applicants may submit downloaded employment applications and resumes in the following ways:

Email: [employment@stbh.org](mailto:employment@stbh.org)

Fax: (773) 962-0034

Mail:

Human Resources Department  
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326 West 64th Street  
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## **Mental Health Worker**

St. Bernard Hospital and Health Care Center is committed to participate as an active partner in the well-being of the community we serve.

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### **Description:**

Establish a therapeutic relationship with assigned patients.

Assist patients with daily living and overall maintenance of a therapeutic environment in a mental health unit.

Take vital signs, weigh patients and collect routine specimens.

EOE

"A Tradition of Caring" since 1904.

### **Requirements:**

High school diploma or GED

Minimum of 2 years of experience in the mental health field required.

Qualified candidates must be familiar with standard concepts, practices, and procedures within their field.

Applicants may submit downloaded employment applications and resumes in the following ways:

Email: [employment@stbh.org](mailto:employment@stbh.org)

Fax: (773) 962-0034

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## **Patient Care Technician**

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### **Description:**

Perform various direct patient care activities under the supervision of a Registered Nurse.

Collect and assist with blood specimens, weighing, bathing, toileting and feeding.

Assists medical staff with admissions, transfers, discharges, pre-operative and post-operative care and stocking of supplies.

EOE

"A Tradition of Caring" since 1904.

### **Requirements:**

High school diploma or GED

Must be certified Phlebotomist and CNA.

Minimum of 1 years of experience in a hospital setting required.

Qualified candidates must be familiar with standard concepts, practices, and procedures within their field.

Applicants may submit downloaded employment applications and resumes in the following ways:

Email: [employment@stbh.org](mailto:employment@stbh.org)

Fax: (773) 962-0034

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