



## **Assistant Manager, Guest Experience**

Location: Chicago, IL

FLSA Status: Exempt

Hours: FULL-TIME

### Position Summary:

This position embraces Shedd's mission and five fundamentals to support a 150-person experience team running a 363-day guest contact operation. The Guest Experience Assistant Manager embraces and models outstanding customer service, maintains accurate scheduling, time keeping, and employee records. The majority of this position's job duties will be administrative in nature and will be accomplished in an office setting. This position requires the ability to work weekends and holidays.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Global Responsibility - Demonstrate commitment to Shedd's vision, mission and values.

Management Responsibilities - Be a role model and change agent for all guest experience ambassadors. - Maintain payroll records and scheduling for floor staff. - Assist with daily staff attendance record keeping. - Work with the floor managers to ensure appropriate staffing models are being implemented. - Gain a working knowledge of staff strengths and work with the managers to appropriately schedule opportunities for growth. - Be a liaison with all other Shedd departments as it relates to day-to-day operations, emergency situations, and special requests.

Non-Management Responsibilities - Take the lead in ensuring all public spaces the Guest Experience Team utilizes is set for the day ahead of opening. - Provide department with feedback on programs and initiatives. - Advise departmental management team on logistical and operational issues and new opportunities with regard to the total guest experience. - Participate in departmental strategic planning. - Serve on teams, as assigned.

### QUALIFICATIONS

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education: College Degree preferred.

Experience: - Minimum of 2-3 years' experience in a customer service/attraction environment. - Experience managing a team of 100+ people preferred.

Apply online at <https://www.adpselect.com/act/app/public/jsp/job/list.jsf>

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**Guest Experience Ambassador (Spring 2014 - Seasonal)**

Location: Chicago, IL      Education: High School Graduate or GED

Experience: 1 - 2 Years Experience      Salary: up to \$9

FLSA Status: Non-Exempt Hours: PART-TIME

**Position Summary:**

As a guest experience ambassador you will be part of our guests' total experience. Guest experience ambassadors can be the primary contact for all guest interaction within the aquarium. Each team member actively engages the guest, shares knowledge and information, and provides answers and solutions to guest concerns and questions. Operationally, the guest experience ambassadors monitor assigned areas for traffic flow and safety concerns. All team members act as role models for outstanding customer-service standards, both within the department and within the aquarium. Engage all guests while offering and selling appropriate ticketing options to best meet the needs of the guests.

Make it a personal policy that no guest is left with an unanswered question or concern. Accurately input ticket information and balance all receipts at the end of each shift. Attend and actively participate in daily shift meetings.

Describe Experience: 1 - 2 Years Experience

**Qualifications:**

Retail, attraction, or customer-service experience in a high-volume environment.

Previous ticketing system or cash handling experience preferred.

Performance or theatrical background a plus.

Fluency in multiple languages is also desirable.

The guest experience must be the highest priority.

Ambassadors must be outgoing, dynamic and enthusiastic.

Must have reliable cash-handling track record or experience.

Must have the ability to multi-task, have good verbal and written communication and be friendly and personable to all; embracing the multicultural differences of our guests.

Must be willing to work weekends and holidays (varied hours).

This is a seasonal (or temporary) position to help with the busy spring season.

Positions will begin sometime in mid to end of February 2014.

Physical Demand: May be required to stand or sit for long hours.

Work Environment: May be required to work outdoors.

Apply online at <https://www.adpselect.com/act/app/public/jsp/job/list.jsf>

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**Storage Facility Housekeeper**

U-Haul Moving Centers  
U-Haul Moving & Storage of Up-Town  
4055 N Broadway St  
CHICAGO, IL

**Description:**

Responsible for cleaning storage units, hallways, restrooms, elevator and other areas of the facility.

Will sweep, vacuum and mop.

Must empty waste cans and remove trash to designated trash bins.

Responsible for maintaining/stocking cleaning supply inventory records and request new supplies as needed.

Prior cleaning service or custodial experience is preferred.

**Work Status:**

Moonlighter/Part-Time

**Hours Needed:**

(These hours may change based on business needs)

Sun - 7am to 7pm  
Mon - 2pm to 7pm

Tue - 2pm to 7pm  
Wed - 2pm to 7pm

Thu - 2pm to 7pm  
Fri - 2pm to 8pm  
Sat - 7am to 7pm

Apply online at [http://jobs.uhaul.com/job\\_detail.aspx?aval\\_job\\_id=126572&mode=](http://jobs.uhaul.com/job_detail.aspx?aval_job_id=126572&mode=)

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### **U-Box Customer Care Representative**

U-Haul Moving Centers  
U-Haul Moving & Storage of Avondale  
3250 N Kedzie Ave  
CHICAGO, IL

#### Description:

Under the direction of the U Box Storage Facility Manager, operate an 8000 pound propane forklift, a truck mounted forklift and a straight truck to load and transport cargo to and from specified destinations. Prepare, receive and provide appropriate documentation for the delivery or pick up of goods. Load, secure, and unload cargo. Ensure warehouse storage facility is clean, dry and secure at all times. Perform "Customer Ready" inspections of UBox containers prior to dispatch. Verify that the container, and any other equipment rented, is returned in the same condition as when rented. Use on-line computerized dispatch and rental systems. Ensure timely delivery; provide customer assistance to include the sale of support items. Maintain radio or telephone contact with dispatcher to receive delivery or pick up instructions. Load storage containers onto truck bed for delivery to storage facility. Use a truck mounted forklift to remove containers from vehicle, and position in the designated storage location. Maintain accurate location information in the system to aid in retrieval of the stored items. **SKILLS/KNOWLEDGE:** Must possess a Class B Commercial Driver License (CDL), a clean driving record and be able to pass a criminal background investigation. Meet all Department of Transportation (DOT) and U-Haul physical examination requirements.

#### Work Status:

Full-Time or Moonlighter/Part-Time

#### Hours Needed:

(These hours may change based on business needs)

Sun - 7am to 7pm  
Mon - 7am to 7pm  
Tue - 7am to 7pm  
Wed - 7am to 7pm  
Thu - 7am to 7pm  
Fri - 7am to 8pm  
Sat - 7am to 7pm

Apply online at [http://jobs.uhaul.com/job\\_detail.aspx?aval\\_job\\_id=126940&mode=](http://jobs.uhaul.com/job_detail.aspx?aval_job_id=126940&mode=)

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### **Facility Maintenance Helper**

U-Haul Regional Marketing Offices  
Uhc Of North Shore Chicago  
4100 W Fullerton Ave  
CHICAGO , IL

Description: Assist in the facility maintenance of U-Haul moving centers, storage centers and other U-Haul buildings. Perform work requiring nailing, sawing, cutting, painting, etc. Use power tools for repetitive operations. Perform clean-up duties at renovation site. Position requires a valid driver's license and maintain a good driving record to operate motor vehicles with both types of transmission (automatic or standard).

Work Status: Moonlighter/Part-Time

Hours Needed: (These hours may change based on business needs)

Sun - 9am to 7pm

Mon - 9am to 7pm

Tue - 9am to 7pm

Wed - 9am to 7pm

Thu - 9am to 7pm

Fri - 9am to 7pm

Sat - 9am to 7pm

Apply online at [http://jobs.uhaul.com/job\\_detail.aspx?aval\\_job\\_id=127085&mode=](http://jobs.uhaul.com/job_detail.aspx?aval_job_id=127085&mode=)

### **Field Relief Manager**

U-Haul Regional Marketing Offices  
Uhc Of North Shore Chicago  
4100 W Fullerton Ave  
CHICAGO , IL

Description: Provide relief help for moving center general managers, area field managers and traffic control manager as needed. Perform on-the-job audits using checklists or other tools. Perform a variety of duties including promoting U-Haul programs, compliance of all U-Haul standards and procedures. Assist president in planning and implementing new marketing programs or in any duties as requested. Position requires a valid driver's license and maintain a good driving record to operate motor vehicles with both types of transmission (automatic or standard).

Work Status: Full-Time

Apply online at [http://jobs.uhaul.com/job\\_detail.aspx?aval\\_job\\_id=125914&mode=](http://jobs.uhaul.com/job_detail.aspx?aval_job_id=125914&mode=)

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**Job Title: Office Coordinator - Opt 2**

Agency: Healthcare & Family Services

Closing Date/Time: Tue. 02/04/14 5:00 PM Central Time

Salary: \$2,968.00 - \$4,140.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC014 Bid ID#: CS2863

Description of Duties/Essential Functions Benefits Supplemental Questions  
Under direction, performs complex and specialized accounting procedures to achieve the service of income withholding orders or to otherwise dispose of delinquency referrals; reviews and analyzes accounts through the comparison of Illinois Department of Healthcare & Family Services (HFS) computer records and Clerk of the Court payment records to determine correct delinquency amount; gathers information and issues notices of delinquency and referrals for accounts in need of adjustment; types letters, forms, records, and other documents; establishes and monitors tracking procedures; travels to various sites to obtain child support information.

**Minimum Requirements:**

Requires knowledge, skill and mental development equivalent to two years of secretarial/business college or completion of high school and two years of related office experience or two years of independent business experience; requires extensive knowledge of office practices, procedures, and programs; requires extensive knowledge of composition, grammar, spelling, and punctuation . Requires the ability to type accurately at 30 words per minute; requires the ability to travel.

Work Hours & Location/Agency Contact: Work Hours: 8:30 – 5:00

Location: Division of Child Support Services CSS - Cook County Judicial Operations (54) Region 2 Clerical Team D (Northern Region) 1755 Lake Cook Road Deerfield, IL 60015 (Cook County)

Agency Contact: Kathy Hunter 509 South Sixth Street Springfield, IL 62701

Work #: (217) 785-0280 Fax #: +1 (217) 557-1676

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).  
Option 2 - Typing

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**Job Title: Registered Nurse II**

Agency: Human Services

Closing Date/Time: Wed. 02/05/14 4:00 PM Central Time

Salary: \$5,189.00 - \$7,056.00 monthly

Job Type: Full-Time

Location: Kane County, Illinois

Number of Vacancies: 1

Plan/BU: RC023

Bid ID#: EMHC-14-0401

**Minimum Requirements:**

Position requires graduation from an approved nursing education program resulting in an associate or diploma degree in nursing and two years of progressively responsible professional nursing experience; or a bachelor's degree in nursing and one year of professional nursing experience or a master's degree in nursing.

Position also requires licensure as a Registered Nurse in the State of Illinois. Requires extensive knowledge of professional nursing principles, procedures and theory; extensive knowledge of normal/abnormal reactions to various drugs and medications and be able to deal with patients in a psychiatric facility setting. Requires ability to perform CPR.

Work Hours & Location/Agency Contact: Shift: Days: 8am - 4pm  
Elgin Mental Health Center - Community Psychiatric Services

CONTACT INFORMATION: Human Resource Office  
Elgin Mental Health Center 750 S State St., Elgin, IL 60123  
Phone: 847-742-1040, ext 2060; Fax: 847-429-4933

**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: \$3,447.00 - \$4,491.00 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: Storekeeper III**

Agency: Human Services

Closing Date/Time: Fri. 01/31/14 5:00 PM Central Time

Salary: \$3,729.00 - \$4,971.00 monthly

Job Type: Full-Time

Location: Cook County Zone 3, Illinois

Number of Vacancies: 01

Plan/BU: RC014 Bid ID#: 10-72-78320

Description of Duties/Essential Functions Benefits Supplemental Questions  
Under general direction, supervises large scale store keeping and warehousing operation; involving the receipt, storage and distribution of large and varied stocks of general institutional, mechanical, office and medical supplies and equipment; makes arrangements for proper storage, rotation of stock items, and supervises the keeping of important inventory and other store records used as control for purchasing or other management purposes. Plans, assigns and reviews work of all employees in the store rooms. Contacts vendors regarding scheduling of deliveries, complaints, etc. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

**Minimum Requirements:**

Requires knowledge, skill and mental development equivalent to completion of four years of High School. Requires two year supervisory experience in the keeping of stores and stores records. Requires extensive knowledge of store keeping and warehousing methods and procedures in the purchase, requisitioning, receipt, storage and shipment of a variety of goods. Requires extensive knowledge of purchasing and requisitioning procedures & uses of grading different types of merchandise.

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

HOURS OF WORK 8:00 A.M. TO 4:30 P.M. Monday –Friday

LOCATION Elisabeth Ludeman Center 114 N. Orchard Drive Park Forest, IL 60466

CONTACT PERSON Alice M. Chambers Human Resources Representative

Elisabeth Ludeman Center 114 N. Orchard Drive Park Forest, IL 60411

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: Transfer Truck Driver, Class A - Part-Time - Springfield, IL**

Requisition Number: 28838

Job Category - Department: Drivers

Employee Group: Regular - Part Time

Relocation: No

Travel Requirement: Driver

Work City: Springfield

Work State: Illinois

Work Zip: 62707

**Position Description:** As a driver, you're important everywhere you go. Businesses and customers are excited to see you. You help companies get their products to the people who need them. And when you drive a Ryder Truck, you play an important part in keeping the economy moving. People around the world rely on you everyday to keep their businesses running smoothly. Ryder has openings for Transfer Drivers in your area. Our drivers earn excellent money and get paid weekly. Ryder Transfer Drivers deliver and pick up Ryder trucks and trailers to/from our customers. If you are ready to take the next step in your career, we invite you to apply today.

**Requirements:** •Must be a minimum of 22 years of age •9 months verifiable driving experience •Valid Class A CDL •Ability to meet Ryder's driving qualifications

**Additional Requirements:** •On call position / Average up to 30 hrs per week  
•Estimated average earnings of \$300-400 per week  
•Local/Regional work •Transporting various Ryder equipment  
•Ability to follow written and/or oral instructions  
•Ability to read, interpret and apply laws, rules, regulations policies and/or procedures

**Responsibilities:** This position is primarily responsible for safely driving a commercial vehicle and requires compliance with safety & DOT Regulations, continuous training and customer service.

**Additional Responsibilities include but are not limited to:**

- Ensuring compliance with applicable federal and/or state laws, regulations, and/or agency rules, standards and guidelines
- Detecting and eliminating or minimizing safety hazards
- Maintaining accurate records and logs
- Other tasks as assigned

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**Facility Maintenance Technician**

U-Haul Regional Marketing Offices  
Uhc Chicago S & Sw Suburbs  
11855 S Cicero Ave  
ALSIP, IL

Description:

Maintain and repair U-HAUL® facilities including moving centers, storage centers and other U-Haul buildings.

Perform duties including plumbing, carpentry, masonry, electrical, and repair or maintenance of central heating and air conditioning systems.

Responsible for all routine roof and signage inspections.

Position requires a valid driver's license and maintain a good driving record to operate motor vehicles with both types of transmission (automatic or standard).

Work Status:  
Full-Time

Hours Needed:  
(These hours may change based on business needs)

Sun - NA  
Mon - 8am to 5pm  
Tue - 8am to 5pm  
Wed - 8am to 5pm  
Thu - 8am to 5pm  
Fri - 8am to 5pm  
Sat - NA

Apply online at [http://jobs.uhaul.com/job\\_detail.aspx?aval\\_job\\_id=123833&mode=](http://jobs.uhaul.com/job_detail.aspx?aval_job_id=123833&mode=)

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**Job Title: Truck Driver, Class A - Full Time - Home Daily / Flatbed - Melrose Park, IL**

Requisition Number: 29422  
Job Category - Department: Drivers  
Employee Group: Regular - Full Time  
Relocation: No  
Travel Requirement: Driver  
Work City: Melrose Park  
Work State: Illinois  
Work Zip: 60160

**Position Description:** As a driver, you're important everywhere you go. Businesses and customers are excited to see you. You help companies get their products to the people who need them. And when you drive a Ryder Truck, you play an important part in keeping the economy moving. People around the world rely on your everyday to keep their businesses running smoothly.

Ryder drivers earn excellent money, get paid weekly and enjoy a great benefits package which includes medical, dental, prescription and vision insurance, 401(k), discount employee stock purchase program, credit union and much more. If you are ready to take the next step in your career, we invite you to apply today.

**Requirements:** •Must be a minimum of 22 years of age •9 months verifiable driving experience •Valid Class A CDL •Ability to meet Ryder's driving qualifications  
**Additional Requirements:** •Home Daily / Monday thru Friday •Estimated average earnings of \$43-52K+ per year •Transporting steel - local Chicago deliveries - multiple stops •Dispatch at about 7am •Flatbed Experience Preferred •Ability to follow written and/or oral instructions •Ability to read, interpret and apply laws, rules, regulations policies and/or procedures

**Responsibilities:** This position is primarily responsible for safely driving a commercial vehicle and requires compliance with safety & DOT Regulations, continuous training and customer service.

**Additional Responsibilities** include but are not limited to:

- Ensuring compliance with applicable federal and/or state laws, regulations, and/or agency rules, standards and guidelines
- Detecting and eliminating or minimizing safety hazards
- Maintaining accurate records and logs
- Loading/Unloading freight or assisting in the loading/unloading of freight if required by customer
- Other tasks as assigned

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**Job Title: Truck Driver, Class A - Full Time - Home Daily 2nd Shift - Chicago, IL**

Requisition Number: 28852

Job Category - Department: Drivers

Employee Group: Regular - Full Time

Relocation: No

Travel Requirement: Driver

Work City: Chicago

Work State: Illinois

Work Zip: 60290

**Position Description:** As a driver, you're important everywhere you go. Businesses and customers are excited to see you. You help companies get their products to the people who need them. And when you drive a Ryder Truck, you play an important part in keeping the economy moving. People around the world rely on you everyday to keep their businesses running smoothly.

Ryder drivers earn excellent money, get paid weekly and enjoy a great benefits package which includes medical, dental, prescription and vision insurance, 401(k), discount employee stock purchase program, credit union and much more. If you are ready to take the next step in your career, we invite you to apply today.

**Requirements:** •Must be a minimum of 22 years of age •9 months verifiable driving experience •Valid Class A CDL •Ability to meet Ryder's driving qualifications

**Additional Requirements:** •Home Daily •Estimated average earnings of \$52K+ per year •2nd Shift - 6pm to about 7am •No Touch Freight •Transporting electrical components (Transformers / Panel boxes - Steel) •Dry Van Equipment •Ability to follow written and/or oral instructions

•Ability to read, interpret and apply laws, rules, regulations policies and/or procedures

**Responsibilities:** This position is primarily responsible for safely driving a commercial vehicle and requires compliance with safety & DOT Regulations, continuous training and customer service.

**Additional Responsibilities** include but are not limited to: •Ensuring compliance with applicable federal and/or state laws, regulations, and/or agency rules, standards and guidelines •Detecting and eliminating or minimizing safety hazards •Maintaining accurate records and logs •Loading/Unloading freight or assisting in the loading/unloading of freight if required by customer •Other tasks as assigned

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**Job Title: Truck Driver, Class A - Regional - \$1K Weekly Guarantee - Chicago, IL**

Requisition Number: 27651  
Job Category - Department: Drivers  
Employee Group: Regular - Full Time  
Relocation: No  
Travel Requirement: Driver  
Work City: Chicago  
Work State: Illinois  
Work Zip: 60647

**Position Description:** As a driver, you're important everywhere you go. Businesses and customers are excited to see you. You help companies get their products to the people who need them. And when you drive a Ryder Truck, you play an important part in keeping the economy moving. People around the world rely on you everyday to keep their businesses running smoothly. Ryder drivers earn excellent money, get paid weekly and enjoy a great benefits package which includes medical, dental, prescription and vision insurance, 401(k), discount employee stock purchase program, credit union and much more. If you are ready to take the next step in your career, we invite you to apply today.

**Requirements:** •Must be a minimum of 22 years of age •9 months verifiable driving experience •Valid Class A CDL •Ability to meet Ryder's driving qualifications  
**Additional Requirements:** •Home Weekly •Ave. \$52K+ per year / \$1,000.00 per week guaranteed •Floating and filling in for drivers that are sick or on vacation •No touch freight / Flatbed experience preferred •Ability to follow written and/or oral instructions •Ability to read, interpret and apply laws, rules, regulations policies and/or procedures

**Responsibilities:** This position is primarily responsible for safely driving a commercial vehicle and requires compliance with safety & DOT Regulations, continuous training and customer service.

**Additional Responsibilities include but are not limited to:** •Ensuring compliance with applicable federal and/or state laws, regulations, and/or agency rules, standards and guidelines •Detecting and eliminating or minimizing safety hazards •Maintaining accurate records and logs •Loading/Unloading freight or assisting in the loading/unloading of freight if required by customer •Other tasks as assigned

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**Job Title: Diesel Mechanic**

Requisition Number: 29028

Job Category - Department: Technicians/Service Employees

Employee Group: Regular - Full Time

Relocation: No

Travel Requirement: 0%

Work City: Cicero

Work State: Illinois

Work Zip: 60804

**Position Description:** This is a Preventative Maintenance Mechanic position that will be responsible for performing Preventative Maintenance inspections and repairs, air and hydraulic brake repairs, tire repairs, warranty procedures and other duties as assigned.

In addition, the Tech II will assist other Technicians in repairs and will be expected to comply with Safety and EPA procedures and continue to learn additional mechanical duties such as diagnosis and internal engine and transmission repairs.

**Requirements:**

- 18 years of age or older
- Must be able to read codes and instructions on the computer
- Must be able to document repairs on the computer

**Additional Requirements:**

- High School Diploma or GED equivalent preferred
- Must have a Valid Driver's License and the ability to meet Ryder's driving qualifications
- 2 years of proven Preventative Maintenance, tire and brake experience on medium to heavy-duty vehicles (or equivalent educational degree or certificate in Diesel Technology)
- Ability to work flexible schedules including shift work, weekends, holidays and on-call rotations for roadside assistance
- Possess at minimum a basic set of hand tools

**Internal Candidates:** Ideal candidate will have a minimum of 6 months in their current position and possess a record of good performance, attendance, safety and teamwork.  
**Responsibilities:** Will perform preventative maintenance on medium to heavy duty vehicles and possibly light duty or industrial equipment.

Ryder is proud to be an Equal Opportunity Employer and Drug Free workplace.

Apply online at <http://www.ryder.com/career/opportunities/technicians.aspx>

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**Job Title: Customer Advocate, National Sales**

Requisition Number: 30039

Job Category - Department: Sales & Marketing

Employee Group: Regular - Full Time

Travel Requirement: 10%

Work City: Naperville

Work State: Illinois

Work Zip: 60563

Requirements: •Associate's Degree and/or 5 years of related experienced required.  
•Intermediate level skills with MS Excel such as freezing/unfreezing panes, hiding/unhiding data, setting print titles & page breaks, linking workbooks, creating external links, re-directing links, customizing toolbars & menus, protecting a worksheet, filtering options and chart formatting options. •Intermediate level skills with MS Power Point such as working with templates, using multimedia objects and custom animations, adding interactions, and publishing completed presentations.  
•Basic computer skills such as using an internet browser, such as internet explorer; using an internet search engine, such as Google, Hoovers and Fleetseek; understand URLs' create bookmarks (or "favorites") within your browser; download files or save the target of specific URLs' upload files by using simple web forms; send and receive email with attachments.

Additional Requirements: •Proven customer service skills. •Solid experience in drafting and preparing written material such as proposals. •Acute attention to detail.  
•Proven problem analysis, providing creativity in solutions. •Strong people skills: peer relationships and persuasiveness skills. •Excellent written and verbal skills. •Ability to ask the right questions to understand the real issues •1 yr telemarketing experience (preferred). Responsibilities: •Provide regular touch points to the customers to ensure satisfaction with Ryder. •Ensure resolution to customer's daily operational concerns; utilizing a variety of internal support (i.e. billing). •Participate in projects related to upgrades in billing, fleet analyses, customer trends, etc. •Provide National Rental Manager (NRM) with information gleaned throughout year to better align Ryder's product lines with customer's needs and to consistently look for ways to enhance current transportation solutions and higher levels of customer satisfaction. •Manage and facilitate operation and tactical issues, allowing the NRM to manage the strategic "c" level relationship within an account. •Raise any significant customer issues to NRM in an expedient manner. •May provide information to customers on other Ryder offerings that make sense for future needs.

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**Job Title: CLS – Customer Logistics Supervisor**

Requisition Number: 28534

Job Category - Department: Logistics/Distribution/Transportation Management

Employee Group: Regular - Full Time

Relocation: No

Travel Requirement: 10%

Work City: University Park

Work State: Illinois

Work Zip: 60466

**Position Description:** Position is typically dedicated to an assigned area of responsibility within an account or location. The incumbent ensures that productivity and operational goals are met in order to deliver customer satisfaction. Individual will be working in a dynamic environment that focuses on delivering continuous measurable improvement to the customer.

- Requirements:**
- High School diploma or GED equivalent required.
  - Experience with DOT, OSHA, and all related safety regulations required.
  - Minimum of 6 (six) months supervisory experience required.

**Additional Requirements:** 1-3 Years of experience in a transportation, warehouse or distribution environment preferred. Proficiency with Microsoft Office Preferred.

- Knowledge/Experience in transportation environment, (i.e.: Shipping, receiving and inventory management, distribution or dispatch preferred.) Knowledge of warehouse and or software applications, routing and dispatch software systems preferred.

Supervisory experience must include driver management to include: dispatch, safety, compliance, etc. Must be flexible to work Sun - Thurs schedule starting at 11 pm.

- Responsibilities:**
- Performance management of direct reports.
  - Developing direct reports.
  - Employee relations/issue resolution
  - New employee training.
  - Disciplinary actions.
  - Quality assurance
  - Administrative duties.
  - Customer satisfaction/problem resolution.
  - Ensure functional area meets all productivity goals and objectives.
  - Safety management and reporting.

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### **Stocker (Full-Time) Michael Jordan's Steak House - InterContinental Chicago Magnificent Mile**

Under the general guidance of the General Manager of the Michael Jordan Steak House, responsible for providing efficient and courteous Food & Beverage service to all guests.

#### **DUTIES AND RESPONSIBILITIES:**

- Promote image of the restaurant by displaying impeccable manners, diplomacy and tact towards guests.
- Maintain constant flow of communication with and to the team.
- Works the full-time dinner service.
- Main liaison between stewarding and the MJSH staff (regarding dishware).
- Sets up and maintains server stations (replenish as necessary silverware/flatware/linen and glassware).
- Re-stock server stations at end of night service before close.
- Replenish and maintain coffee stations with all required equipment and supplies.
- Restock water bottles and replenish throughout shift to department specifics and standards.
- Responsible for nightly removal of all dirty/soiled linen and delivery to laundry service areas in Housekeeping.
- Attends and participates in daily briefings and other meetings as scheduled.
- Attends and participates in training sessions as scheduled.
- Perform other duties, tasks and special projects as assigned.
- Communicates to his/her manager any difficulties, guest comment and other relevant information.
- Assists in maintaining the cleanliness of the restaurant in all areas.

#### **QUALIFICATIONS:**

##### **Essential:**

- Must be able to speak and understand basic English
- High School diploma or equivalent
- Food Hygiene awareness and at least basic training.
- Possess a friendly, upbeat & outgoing personality.

##### **Essential Skills:**

- Ability to perform job functions with attention to detail, speed and accuracy.
- Ability to prioritize, organize and follow through.
- Ability to be a clear thinker remains calm and resolves problems using sound judgment.
- Ability to work under pressure.
- Ability to work an 8-hr shift in all types of conditions pertinent to the job.
- Ability to comprehend instructions
- Ability to work cohesively with co-workers as part of a team.
- Ability & willingness to perform job tasks according to established standards.
- Must be flexible and able to work nights, weekends, and/or holidays as required.

Apply online at <http://ihg.jobs.net/job/stocker-full-time-michael-jordan-s-steak-house-intercontinental-chicago-magnificent-mile/J3J01R6V8BLYFVBHFK/>

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### **Reservation Manager**

U-Haul Regional Marketing Offices  
Uhc Chicago S & Sw Suburbs  
11855 S Cicero Ave  
ALSIP, IL

#### Description:

Direct incoming U-Haul equipment to dealerships and moving centers to fill every confirmed reservation.

Assist in controlling rental equipment inventories within the assigned marketing company geographic area to balance customer requirements with rental equipment supply.

Monitor current competitor rates and maintain inventory records.

Update, review and audit reports which indicate equipment inventory levels, etc.

#### Work Status:

Moonlighter

#### Hours Needed:

(These hours may change based on business needs)

Sun - 9am to 5pm  
Mon - 10am to 6pm

Tue - 10am to 6pm  
Wed - 10am to 6pm

Thu - 10am to 6pm  
Fri - 10am to 6pm  
Sat - 10am to 6pm

Apply online at [http://jobs.uhaul.com/job\\_detail.aspx?aval\\_job\\_id=125661&mode=](http://jobs.uhaul.com/job_detail.aspx?aval_job_id=125661&mode=)

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### **Facility Maintenance Manager**

As an AMC facility maintenance manager you'll ensure the best possible out-of-home entertainment experience available. That's what we do. We're AMC®, and we're one of the largest entertainment companies in the world. You'll make daily, weekly and monthly inspections of the theatre that could result in routine maintenance and repairs. What exactly do we mean by "routine"? Painting, carpentry and plumbing to name a few tasks. Plus fixing concession equipment, seats and any related building components. You'll also train the theatre's facility assistant, who helps you with these duties. Sound hands on? It is. And if that's the way you like it, check out your soon-to-be responsibilities:

Develop routine systems to guarantee constant monitoring of critical areas in theatre  
Complete necessary repairs and schedule any repairs with vendors as needed  
Report facility problems that can't be immediately repaired to the General Manager  
Provide constant attention to all safety issues, ensuring theatre emergency systems are operational through regular inspections and review of vendor maintenance contracts  
Observe, direct and follow-up with janitorial service provider about cleaning duties  
Manage the theatre's variable operating expenses for maintenance, repairs and supplies  
Uphold AMC's high standards and deliver entertaining company-wide programs  
As a facility maintenance manager at an AMC theatre, you'll also be required to demonstrate:

Solid mechanical skills and manual dexterity  
Intermediate proficiencies in building trades such as painting, wallpapering, plumbing, fixing seats and repairing equipment  
Excellent written and oral communication skills to clearly describe building issues to supervisors/colleagues  
Extreme attention to detail to perform and document facility inspections  
Proficient guest service, administrative and follow-up skills  
Safe use of all cleaning materials in the theatre  
Experience safely completing tasks with tools, ladders and lifts

At AMC, we live in a team-based culture where a take-charge approach exists at all levels. Especially, when you want to take charge of your career. We offer continuous training and development programs, highly competitive compensation with performance-driven bonuses and excellent benefits including free movie passes, health and 401(k) plans. If working in the entertainment world, delivering superior customer service and a fun working environment matter to you, apply online today at <https://www.amctheatres.com/careers/theatre-management/facility-maintenance-manager>. You could end up working in show business.

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