



Enterprise Rent A Car Opportunities

Part Time Driver Chicago Norwood Park (Enterprise)

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 5451 N. Northwest Highway, Chicago, IL. 60630

Benefits included with this position are:

*Fun and friendly environment *401k and Profit Sharing with employer contribution
*Car Rental Discounts *Vehicle Purchasing Discounts *Earned Paid Days Off (after one year of cumulative service) professional customer service.

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
Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

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 schedules: Tues/Thurs: 8:00am-5:00pm & Sat: 8:00am-1:00pm

Mon/Tues: 8:00am-5:00pm & Sat: 8:00am-1:00pm

Thurs/Fri: 8:00am-5:00pm & Sat: 8:00am-1:00pm

Apply online at [http://careers.enterprise.com/illinois/driver/jobid4816847-part-time-driver-chicago-norwood-park-\(enterprise\)-jobs](http://careers.enterprise.com/illinois/driver/jobid4816847-part-time-driver-chicago-norwood-park-(enterprise)-jobs)

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773.378.5902 fax 773.378.5903

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Part Time Service Agent (car detailer) Chicago (Michigan Ave.) IL (Enterprise)

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.

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

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

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 - 6pm; Tuesday: 8am - 6pm; Thursday: 8am - 3pm

or

Monday: 8am - 1pm; Thursday: 1pm - 6pm; Friday: 8am - 6pm; Saturday: 9am - 1pm

Apply online at [http://careers.enterprise.com/illinois/car-detailing/jobid5386569-part-time-service-agent-\(car-detailer\)-chicago-\(michigan-ave.\)-il-\(enterprise\)-jobs](http://careers.enterprise.com/illinois/car-detailing/jobid5386569-part-time-service-agent-(car-detailer)-chicago-(michigan-ave.)-il-(enterprise)-jobs)

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Part Time Service Agent LaGrange (Enterprise)

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 starting salary for this position is \$8.25/hr.

This position is located at: 5508 S LA GRANGE RD., COUNTRYSIDE, IL 60525

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

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

Qualifications:

Must be at least 18 years old. Must have one year of prior work experience.

Must have a valid driver's license with no more than 1 moving violations 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 work for 8.25/hr. Must be willing to work up to 25 hours/week.

Apart from religious observations, must be able to work the following schedule:

Monday - Friday: 3:00pm - 8:00pm; Saturday: 8:00am - 3:00pm

Sunday: 10:00am - 3:00pm

Apply online at [http://careers.enterprise.com/illinois/car-detailing/jobid5695927-part-time-service-agent-lagrange-\(enterprise\)-jobs](http://careers.enterprise.com/illinois/car-detailing/jobid5695927-part-time-service-agent-lagrange-(enterprise)-jobs)

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Management Trainee Chicago City Loop\Gold Coast\Bucktown (Enterprise)

Regardless of college major or professional experience, nearly 100% of our full-time employees start out in our Management Training Program. This allows everyone to learn our business from the ground up and understand how they play a significant role in seeing it succeed.

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.

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

Qualifications:

Bachelor's degree required.

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 [http://careers.enterprise.com/illinois/management-trainee/jobid5953341-management-trainee-chicago-city-loop_gold-coast_bucktown-\(enterprise\)-jobs](http://careers.enterprise.com/illinois/management-trainee/jobid5953341-management-trainee-chicago-city-loop_gold-coast_bucktown-(enterprise)-jobs)

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Part Time Service Agent (Car Detailer) West Loop Autobody (Enterprise)

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
318 S. MORGAN
CHICAGO IL 60607*

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

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

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 schedules: Monday - Friday: 1:00pm - 6:00pm

Apply online at [http://careers.enterprise.com/illinois/car-detailing/jobid5957510-part-time-service-agent-\(car-detailer\)-west-loop-autobody-\(enterprise\)-jobs](http://careers.enterprise.com/illinois/car-detailing/jobid5957510-part-time-service-agent-(car-detailer)-west-loop-autobody-(enterprise)-jobs)

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Sr. Customer Assistance Representative Arlington Heights\Schiller Park\Park Ridge (Enterprise)

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 role is regular part time.

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

Qualifications:

Must be at least 18 years old

High school diploma or GED equivalent required
Some college preferred

Must have at least 1 year prior customer service retail or administrative support experience

Must have a valid driver's license with no more than 2 moving violations 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 5 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.

Apart from religious observation, must be able to work the following schedule(s):

Schiller Park location: Monday-Friday 1pm-7pm

Mount Prospect location Monday-Friday 1pm-6pm

Apply online at [http://careers.enterprise.com/illinois/customer-service/jobid6489643-sr.-customer-assistance-representative-arlington-heights_schiller-park_park-ridge-\(enterprise\)-jobs](http://careers.enterprise.com/illinois/customer-service/jobid6489643-sr.-customer-assistance-representative-arlington-heights_schiller-park_park-ridge-(enterprise)-jobs)

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Building Maintenance Technician (Enterprise)

Responsibilities: General maintenance and repair work including (but not limited to):

Electrical: Ballasts, bulbs, parking lot lights, outlet installation, dedicated circuits, and sign repair, comfort with higher voltage, electrical troubleshooting

Plumbing: Clogs, drain cleaning, sink/faucet repair/replacement, toilet repair/replacement, leak repair, hot water heater repair/replacement, basin cleaning in garages, pit/drain cleaning and snaking in garages, repair of broken pipes, sweat pipes.

Painting: Latex/oil based paints, brush and roller applications, plaster, drywall and wallpaper repair.

Glass: tempered, board ups - Locks: Deadbolts, levers, all hardware

Doors: Metal/wood, closers, hinges, sweeps, etc.

IT: Tele-data wiring, Low voltage cable work

HVAC: working knowledge of HVAC systems and minor repair

Moving items as needed (i.e. furniture, file cabinets, boxes, etc.)

Delivery of office and building supplies to the correct departments and locations

Cleaning not assigned to the cleaning crew

Exhibit a professional appearance and comply with all uniform requirements

Maintain a regular and reliable level of attendance and punctuality

Small appliance and equipment installation (pressure washers, air compressors, etc...)

Perform miscellaneous job-related duties as assigned

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

Qualifications:

We are looking for individuals with solid work ethic, communication ability and enjoy working with hands-on projects. The ideal candidate will possess the following:

Must be at least 18 years of age

Electrical, Plumbing, or HVAC trade skill(s) REQUIRED (Minimum 2 years of experience within the last 4 years of at least one of these trades)

Experience with repair/maintenance of household items ("handyman" type skills)

Must have no more than 1 moving violation in the past 3 years on driving record

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.

Ability to lift at least 80 pounds repeatedly due to heavy equipment

Ability to move and climb ladders (6-30 feet)

Strong communication and time management skills

Be able to analyze problems and work through them independently.

Must be willing to accept a minimum starting pay of \$17.50/hr (but is negotiable based on experience and/or certifications)

Apply online at [http://careers.enterprise.com/illinois/mechanic/jobid6525038-building-maintenance-technician-\(enterprise\)-jobs](http://careers.enterprise.com/illinois/mechanic/jobid6525038-building-maintenance-technician-(enterprise)-jobs)

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Shuttle Bus Driver Part Time O'Hare International Airport (Enterprise)

The primary responsibility of this position is to safely operate an Enterprise shuttle bus between the airport and the rental facility, transporting customers picking up and returning vehicles in a courteous and helpful manner.

DOT Requirements: We are subject to certain Department of Transportation Regulations. Candidate will be required to submit to and successfully complete a D.O.T. medical examination. May drive a maximum of 10 hours after 8 consecutive hours off duty. You may not work more than 70 hours in 8 consecutive days.

Responsibilities:

Deliver customers and vehicles to appropriate destination in a safe and courteous manner. Greet each customer personally in a friendly and welcoming manner
Operate the courtesy shuttle in accordance with all laws and regulations while following company policy to ensure a safe and pleasant operating environment
Assist customer(s) load and unload luggage, enter and exit vehicle and miscellaneous customer needs
Notify Manager of any customer or vehicle problems including daily maintenance, including but not limited to ensuring proper oil, tire and fluid levels
Provide appropriate local information, distribute maps and handouts as required
Communicate with office and other drivers via 2-way radio or cellular phone
Performs miscellaneous job-related duties as assigned
Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

Qualifications:

Must be at least 25 years of age.
Must have a high school diploma or equivalent.
Must have a valid drivers license
No more than 1 moving violations 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 5 years.
Previous driving experience in a similar vehicle (large shuttle van or bus) preferred
Must have previous customer service experience.
Must be able to lift a minimum of 50 pounds to assist customers.
Must be authorized to work in the U.S. and not require sponsorship, now or in the future.
Must be available to work a day during the weekend
Must be available to work the following shift: Fri, Sat, Sun 5pm-1am for a total of 24 hours. Must be willing to work for \$9.00/hour

Apply online at [http://careers.enterprise.com/illinois/driver/jobid6538870-shuttle-bus-driver-part-time-o'hare-international-airport-\(enterprise\)-jobs](http://careers.enterprise.com/illinois/driver/jobid6538870-shuttle-bus-driver-part-time-o'hare-international-airport-(enterprise)-jobs)

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State of Illinois Job Opportunities

Job Title: Child Protection Specialist - Opt SS

Agency: Children & Family Services

Salary: \$4,377.00 - \$6,581.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 5

Plan/BU: RC062 Bid ID#: Chgo Investigations 2014

Minimum Requirements:

Preferably requires a Master's Degree in Social Work and 2 years of directly related professional experience; or requires a Master's Degree in a related human services field and 2 years of directly related professional experience; or requires a Bachelor's Degree in Social Work and 4 years of directly related professional experience; or requires a Bachelor's Degree in a related human services field and 4 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. Must be able to speak and write Spanish at a colloquial skill level. 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: Mon-Fri 830a-5p

Vacancies are located at:

1755 Lake Cook Road, Deerfield, IL 60015 (2)

1701 S. First Ave Maywood, IL 60153 (1)

1026 S. Damen Chicago, IL 60612 (2)

Contact: Sue Allen-Oates / Bureau of Operations

JRTC/100 W. Randolph, Suite 6-100 Chicago, Illinois 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).

Option SS - Spanish Speaking

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Job Title: Executive I - Opt H7

Agency: Human Services

Closing Date/Time: Tue. 01/13/15 5:00 PM Central Time

Salary: \$3,969.00 - \$5,913.00 monthly

\$47,628.00 - \$70,956.00 annually

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC062 Bid ID#: 10-91-87996

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direction of the Local Office Administrator, serves as Office Manager of an Illinois Medicaid Redetermination Project (IMRP) local office in the Division of Family and Community Services. Organizes, plans, executes, controls, and evaluates the activities of staff engaged in maintaining central files, operating the office switchboard, client transactions processing, office maintenance and petty cash. Monitors local office budget for equipment, commodities, supplies, travel, and other administrative costs; authorizes expenditures.

Minimum Requirements: Requires knowledge, skill, and mental development equivalent to completion of four years college, preferably with course work in public or business administration. Requires one year responsible administrative experience in a public or business organization. Requires extensive knowledge of the principles and practices of public and business administration. Requires working knowledge of governmental accounting, program budgeting, personnel, statistics and procurement.

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

Broadway IMRP Office 5050 N Broadway Chicago, IL 60640

How to Apply: Please submit CMS 100 (revised 10/2014) applications to:

Bureau of Employee Services / Lisa Horsley

100 S. Grand Avenue East, 3rd Floor Springfield, IL 62762

PHONE: 217-557-0347 FAX: 217-524-2116

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 H7 - Dept Human Services

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Job Title: Licensed Practical Nurse I

Agency: Veterans Affairs

Closing Date/Time: Continuous

Salary: \$3,063.00 - \$4,316.00 monthly

Job Type: Full-Time

Location: Kankakee County, Illinois

Number of Vacancies: 1

Plan/BU: RC009 Bid ID#: 34-50-14-Cont.

Description of Duties/Essential Functions Benefits Supplemental Questions
Carries out assigned nursing procedures; administers medication, injections, and treatments; takes and records temperature, pulse, respiration and blood pressure; apply and change simple bandages, monitors catheterizations, IV's and transfusions. Observes, records and reports to physicians and registered nurses or supervising nurse the symptoms, reactions and changes in condition of patients. Demonstrates self care activities. Assist patients with activities of daily living. Performs general range of motion exercises with member. Provides emotional and physical comfort. Serves as non-supervisory resource person to less experienced staff providing guidance relative to nursing techniques.

Minimum Requirements:

Requires Illinois license as a practical nurse. Requires one year of practical nursing experience. Requires extensive knowledge of practical nursing theory and practice. Requires ability to apply simple nursing techniques as delegated by a physician or professional nurse. Requires ability to provide guidance and leadership to other nursing personnel and promote effective patient interactions. This title is an Upward Mobility target title.

Work Hours & Location/Agency Contact: Varying Shifts and Schedules
IL Veterans' Home 1 Veterans Drive Manteno, IL 60950
Human Resources 815-468-6581 Ext. 328

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).

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Job Title: Licensed Practical Nurse II

Agency: Veterans Affairs
Closing Date/Time: Continuous
Salary: \$3,254.00 - \$4,627.00 monthly
Job Type: Full-Time
Location: Kankakee County, Illinois
Number of Vacancies: 1
Plan/BU: RC009
Bid ID#: 34-50-14-cont.

Description of Duties/Essential Functions Benefits Supplemental Questions
Under general supervision, independently performs a variety of skilled practical nursing functions for physically ill, mentally handicapped or geriatric patients, involving either minor supervisory, lead worker, or other than simple routine practical nursing functions. Prepares and applies special dressings and catheters; obtains laboratory specimens; administers injections; assists in or provides special treatments; records the administration of medications and treatments.

Minimum Requirements:

Requires Illinois license as a practical nurse and one years experience as a practical nurse; requires extensive knowledge of practical nursing theory and practice; requires ability to apply simple nursing techniques as delegated by physicians or professional nurses; to provide guidance and leadership to other nursing personnel, and to promote effective patient interaction.

Work Hours & Location/Agency Contact: Various Shifts and Schedules

IL Veterans' Home 1 Veterans' Drive Manteno, Illinois 60950
Contact: IL Veterans' Home
1 Veterans' Drive Manteno, Illinois 60950
Jeri Gulli
Phone: 815-468-6581 ext 328
Fax: 815-468-1596

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).

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Job Title: Public Service Administrator - Opt 2C

Agency: Employment Security

Salary: \$6,021.00 - \$9,286.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 01

Bid ID#: RCRA 11460

Description of Duties/Essential Functions Benefits Supplemental Questions
Under administrative direction, as a policy implementing manager, participates in the conduct of highly complex and specialized economic research and analytical work. Serves as working supervisor; directs the Occupational and Wage Program for IDES; coordinates the development and production of various economic surveys, reports and studies used by other local, state and federal agencies; through subordinate managerial staff, provides leadership and guidance on gathering, analysis and presentation of information on occupational staffing and wage patterns by industry; reviews, analyses and approves economic interpretations and statistical methodologies.

Minimum Requirements:

Requires possession of a Master's degree in economics or a closely related field plus three years of professional experience in economic research and/or policy analysis. Requires ability to prepare concise reports. Requires ability to plan, design, and conduct economic research studies. Requires ability to collect, analyze, interpret economic data and prepare economic forecasts. Requires ability to apply research methods and statistical techniques to the analysis and interpretation of economic data. Requires ability to plan, construct, prepare and present comprehensive reports in oral and written form. Requires ability to attend conferences and explain and interpret reports and studies; and use of a personal computer with related software programs.

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

Work location: 33 South State Street Chicago, Illinois

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 2C - Economist

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Job Title: Refrigeration & Air Conditioning Repairer

Agency: Military Affairs, Department of

Closing Date/Time: Wed. 01/07/15 11:59 PM Central Time

Salary: \$3,792.00 - \$5,601.00 monthly

Job Type: Full-Time

Location: Sangamon County, Illinois

Number of Vacancies: 1

Plan/BU: RC042

Bid ID#: 15-031

Description of Duties/Essential Functions Benefits Supplemental Questions

EXAMPLE OF WORK: Under direct supervision at Peoria Air Base, performs a variety of tasks requiring knowledge of mechanical systems to include the installation, maintenance and repair of refrigeration and air conditioning equipment at the Air Base.

Minimum Requirements:

REQUIREMENTS: Requires knowledge, skill and mental development equivalent to completion of four years of high school; Associate's Degree or the successful completion of an approved training program in refrigeration and air conditioning; current CFC/HCFC certification; working knowledge of the tools, methods and standards of the trade; ability to instruct and direct unskilled workers; ability to read, interpret and work from drawings and blueprints; ability to lift and carry 80lbs., i.e., heavy boxes, supplies and equipment; move heavy furniture and equipment; requires being on feet and/or stooping for long periods of time; ability to climb stairs and ladders; ability to withstand extreme temperature changes. Requires possession of appropriate valid driver's license pertaining to equipment operated. Must acquire and maintain a Common Access Card issued by Department of Defense for computer access.

Work Hours & Location/Agency Contact:

POSITION LOCATION: Peoria ANG, 6706 W. Minuteman Ave, Peoria IL

WORK SHIFT: Daytime in Accordance with Base Operations

Agency Contact: Ruth Moenck, Human Resources Rep, 217-761-3633

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).

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Job Title: Registered Nurse II - UNIT 2 - 3rd SHIFT

Agency: Human Services

Closing Date/Time: Tue. 01/13/15 4:30 PM Central Time

Salary: \$5,293.00 - \$7,197.00 monthly

Job Type: Full-Time

Location: Lake County, Illinois

Number of Vacancies: 1

Plan/BU: RC023

Bid ID#: 10-70-14-0067

Description of Duties/Essential Functions Benefits Supplemental Questions
Serves as staff nurse for the Unit during THIRD shift; routinely provides nursing coverage to other major treatment units on a regular basis; ensures proper implementation of nursing treatment plan; functions as resource person to technical and professional staff on night shift. Conducts nursing rounds; administers medications; checks vitals and records in resident's charts; updates medical histories; takes nightly count of controlled drugs at beginning and end of each shift. Monitors staff service provision for adherence to policy and procedures.

Minimum Requirements: Requires current State of Illinois License, Associate Nursing Degree in Nursing with three years of progressively responsible professional nursing experience, or a Bachelors Degree and two years of professional nursing experience, or a Masters Degree in Nursing. Must be able to bend, stoop, reach, lift and carry heavy loads. Must be able to clearly communicate both in written form and verbally.

Work Hours & Location/Agency Contact:

Third shift: 11:00 PM - 7:00 AM - variable days and schedules

Dawn English - Human Resources

Ann M. Kiley Center 1401 West Dugdale Road Waukegan, IL 60085

phone: 847-249-0600, x206

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).

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Job Title: Rehabilitation Workshop Instructor II

Agency: Human Services

Closing Date/Time: Tue. 01/13/15 4:00 PM Central Time

Salary: \$3,226.00 - \$4,621.00 monthly

Job Type: Full-Time

Location: Lake County, Illinois

Number of Vacancies: 1

Plan/BU: RC009

Bid ID#: 10-70-14-0066

Description of Duties/Essential Functions Benefits Supplemental Questions
Functions as assistant to W/S supervisor; assigns tasks to residents based upon past performance and established goals; monitors quality of product during the assembly process; points out errors and explains proper methods of performing tasks; encourages residents to improve job performance both verbally and by correcting actions. Handles special problems encountered in the work situation; supervises during breaktime and breaktime activities.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to the completion of two (2) years of college with courses in rehabilitation, psychology, sociology or other related field OR four years high school plus 2 years experience in a rehabilitation workshop or related field.

Work Hours & Location/Agency Contact:

Ann M. Kiley Center

Hours: Monday-Friday 7:30-4:00pm - may need to deviate schedule when required by facility needs.

Dawn English
Human Resources Department
1401 W. Dugdale Road
Waukegan, IL 60085

FAX: 1-847-249-0722

How to Apply:

Non-State employees must submit a CMS100 application to Kiley Center, and to Central Management Services (address on form) to obtain a qualifying grade for this position by close of business on last posting day on 5/9/14.

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Public Storage Job Opportunities

RETAIL SALES / CUSTOMER SERVICE - CHICAGO/ BRICK YARD, IL – \$9.50 / HR + BONUS-144108

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

BENEFITS: Hourly rate of \$9.50

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

Qualifications

Successful candidates come from a variety of customer-centered, selling environments including retail, restaurant, fast food and more. All have common knowledge, skills and abilities which include:

Minimum one year of Customer Service and/or Sales experience

Energetic, outgoing, customer oriented personality

Strong communication, interpersonal and problem resolution skills

Enjoys and easily operates independently or as part of a small team

Detail oriented with strong organizational and time management skills

Some knowledge of computers in a windows environment

Valid driver's license with access to reliable transportation used during the work day

Willingness to work in multiple locations

Can work from 9:30am to 6pm any day of the week, including weekends and holidays

Ability and willingness to perform light cleaning and maintenance such as sweeping, mopping, wiping windows, etc...

Willing to submit to a pre-employment background check.

If this all sounds like the right fit for you, we want to hear from you today! Please apply on line to be considered.

Job Self Storage

Schedule Full-time

Apply online at <https://publicstorage.taleo.net/careersection/2/jobdetail.ftl?job=144108>

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DISTRICT MANAGER - CHICAGOLAND AREA - \$65K + \$16K FIRST YEAR BONUS-143519

Description

\$65,000 Annual Starting Salary

\$4,000 Guaranteed Quarterly Bonuses First Year!

\$32,000 Bonus Potential Second Year!

Participation in Company Stock Program after Two Years of Tenure!

Opportunity for Growth and Advancement!

As we continue to grow our business, we have promoted numerous District Managers to the next level and now it is your turn to join our winning team!

A successful District Manager at Public Storage has experience in driving sales, providing world-class customer service and developing an outstanding team. If you are a proven, successful leader with a history of exceeding expectations and are looking for an opportunity to grow your career, then our District Manager position is for you!

RESPONSIBILITIES

Recruit, hire, coach and retain an engaged team of property managers through demonstrating initiative and leading by example. Ensure that team members demonstrate sales-focused and customer-centric behaviors when interacting with our customers. Provide a welcoming environment to customers through effective facility maintenance and labor and vendor management. Respond to customer inquiries in a timely manner and address their concerns quickly. Identify and celebrate operational successes, as well as develop and implement plans to address opportunities. Manage payroll, repair and maintenance and expense budgets and P&L statements. Conduct regular property audits, ensuring properties are safe and meet all company operational standards. Manage delinquent tenant process, including coaching teams to reduce delinquency rates and improve customer retention. Communicate effectively with employees, colleagues and customers.

Qualifications: Demonstrated leadership competency in building, developing and retaining high-performing teams of hourly, nonexempt employees. Record of top tier performance as compared to peers and/or industry standards. Passion for sales and customer service excellence. Ability to monitor and control payroll and expenses. Exceptional communication, organization and time management skills. Working knowledge of Microsoft Excel, Word, PowerPoint and Outlook. Bachelor's Degree preferred but not required.

Apply online at <https://publicstorage.taleo.net/careersection/2/jobdetail.ftl?job=143519>

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Maciano's Pizza and Pastaria Job Opportunities

NOW HIRING - Cooks | Pizza Makers | Dishwashers at Macianos Pizza and Pastaria in Winfield

Maciano's Pizza and Pastaria
26W220 Geneva Rd. Carol Stream, IL
Job ID: 9266751
Job Type: Full Time
Shift Type: Morning, Afternoon, Night
Compensation: \$\$
Experience: 1-3 Years

Job Description

MACIANO'S PIZZA AND PASTARIA in Winfield is NOW HIRING Hard working and Friendly FT and PT...

-HEAD COOK - LINE COOKS - PREP COOKS - PIZZA MAKERS - DISHWASHERS

-We offer Flexible Hours, Good Pay, Regular Wage Reviews, Discount Meals, Recognition, and Advancement Based on Merit.

Prior experience in high volume chain restaurant a plus!

Requirements & Skills

Must be 18+, able to work nights and weekends, etc.

Apply in Person at: Maciano's - 26W220 Geneva Rd. * Carol Stream, IL

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Make Great Dough\$\$ | HIRING DELIVERY DRIVERS at Maciano's Pizza and Pastaria in Vernon Hills

Maciano's Pizza and Pastaria
271 W. Townline Rd. 150 Vernon Hills, IL
Job ID: 9266623
Job Type: Part Time
Shift Type: Morning, Afternoon, Night
Compensation: N/A
Experience: No Experience

Job Description

The New MACIANO'S PIZZA AND PASTARIA in Vernon Hills is NOW HIRING hard working and friendly PT...

- DELIVERY DRIVERS

-We offer Flexible Hours and Discount Meals

Requirements & Skills

Must be 18+, have own car, able to work nights and weekends, etc.

Apply in Person at: Maciano's Pizza & Pastaria - 271 W. Townline Rd. - Vernon Hills, IL

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