



## **Hiring Diesel Mechanic! Full Benefits, PTO & 401K**

All times are in Central Daylight Time.

Requisition ID 2015-15416

Job Locations US-IL-CHICAGO

Posted Date 10/6/2015

Category Technicians/Service Employees

Employment Type Regular - Full Time (4)

Travel Requirements 0-10%

Position Code 7006

Under close supervision, this position performs minor to average routine maintenance and repair services on different types of vehicles.

Works with the assistance of a T3, T4, TIC, SS or SM, when performing highly technical and superior diagnostic type repairs. Task assignments are directed by shop management to encourage development in a productive manner.

The T2 Technician performs minor to average repairs and routine maintenance under limited supervision. The T2 may be assigned to work/train directly with a T3 or T4.

### Requirements:

High school diploma or equivalent

Post-secondary vocational education strongly preferred

Must have minimum tools required as outlined in Maintenance policy 2.02

### ADDITIONAL REQUIREMENTS:

Must have a valid driver's license

Valid CDL (license A) is highly desired; mandatory in some locations

Must possess state license as required

This position requires for you to drive Ryder vehicles. In order to become a Ryder employee you must:

Pass a Ryder initiated drug and alcohol screening test

Pass a regulatory agency (DOT) specific physical examination

Pass a Ryder road test

Provide appropriate CDL and endorsements for the position

Verify competency in critical skill areas for the specific driving position (e.g., hazmat, doubles, frequent backing)

Apply online at <https://technicians-ryder.icims.com/jobs/15416/hiring-diesel-mechanic%21-full-benefits%2c-pto-%26-401k/job>

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### **Technician Intern**

Requisition ID 2015-21963

Job Locations US-IL-CHICAGO

Posted Date 10/2/2015

Category Technicians/Service Employees

Employment Type Temporary - Part Time (6)

Travel Requirements 0-10%

Position Code 8552

#### **Position Description:**

This position will successfully provide the Technician Intern with the hands-on experience and knowledge in a professional shop environment in order to transition into a full-time technician position.

Requirements: Valid Driver's License

#### **ADDITIONAL REQUIREMENTS:**

Minimum age requirements and work hours will be determined by State Law

Ability to professionally represent Ryder and competently engage both Ryder employees as well as customers

Competent in basic computer skills and in a Microsoft Office environment

Knowledge of Shop Management systems preferred

Demonstrated commitment to a safe work environment, quality execution, and customer service as evidence by previous experience and performance track record

Must have track record of above average attendance

Strong sense of personal accountability and a proven track record of achieving desired results

Pass a Ryder Drug Test

Pass a Ryder Background

Important Note: Additional requirements may be required in different locations and/or accounts.

Ryder is proud to be an Equal Opportunity Employer and Drug Free workplace. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, among other things, or status as a qualified individual with disability.

Apply online at <https://technicians-ryder.icims.com/jobs/21963/diesel-shop-internship-opportunity-with-fortune-500-company/job>

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### **Truck Driver, Class A - Full Time**

All times are in Central Daylight Time.

Requisition ID 2015-22200

Primary State/Province IL

Posted Date 10/9/2015

Primary City HARVEY

Employment Type Regular - Full Time (4)

Travel Requirements 10-20%

Position Code 0601

#### Position Description:

Monday - Friday/Home Most Weekends!\$2500 sign on bonus  
\$500 after 90 days-\$500 after 180 days-\$500 after 270 days-\$1000 at the end of a  
year! \$25.00 per hour PLUS OVERTIME! Overtime after 40 hours; Average \$66K  
Flatbed - We will train!! Accordion tarp system; Straps the majority of the time  
\$30.00 per month cell phone allowance; Solo no Team work; \$25.00 for each layover  
Uniforms provided--you maintain. Some weekend work

#### Requirements:

Minimum 22 years of age

Pass a Ryder Drug Test

Pass a Ryder Background and Motor vehicle check including Drug and alcohol  
verification from previous employers for the last 3 years

Pass a DOT physical

Pass a Ryder road test

Provide appropriate CDL and endorsements for the position

Must have Class A verifiable experience in a tractor trailer or comparable vehicle:

9 months experience within the past 3 years, OR

2 years' experience within the last 5 years, OR

5 years' experience within the last 10 years

Ability to follow written and/or oral instructions

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

Important Note: Additional requirements may be required in different locations and/or  
accounts.

Ryder is proud to be an Equal Opportunity Employer and Drug Free workplace. All  
qualified applicants will receive consideration for employment without regard to race,  
religion, color, national origin, sex, sexual orientation, gender identity, age, status as a  
protected veteran, among other things, or status as a qualified individual with disability.

Apply online at <https://driver-ryder.icims.com/jobs/22200/truck-driver%2c-class-a---full-time/job>

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**TELLER FULL-TIME NORTHEAST CHICAGO- CHICAGO,IL**

Chicago, IL, United States

Job number: 1500061792

Responsibilities: Professional tellers are responsible for providing a positive customer experience that leads to improved satisfaction and sales. Professional tellers process transactions accurately and efficiently in a fast-paced environment while simultaneously introducing products and services that meet the customer's needs and encouraging customers to expand their relationship with Bank of America. Your duties may include, but are not limited to the following:

**Required Skills:**

Proven results in exceeding goals in areas of sales and service in a customer-centric, results-driven environment

Minimum of six months customer service experience in financial services, retail sales or a goal-oriented environment

A minimum of six months experience with cross-selling, up-selling and/or referring products

Thrive on engaging with customers; can begin a conversation, build rapport, and handle objections

Ability to identify customer financial needs, goals and objectives; comfortable asking customers about their personal finances

Ability to sell customers on meeting with a sales associate to learn about products/services

Ability to respond and assist customers with inquiries and/or problem resolution

Ability to work effectively as a team member

Strong communication skills (including verbal and non-verbal) and active listening skills

Careful attention to detail and time management

Proficiency in basic computer skills. Pass pre-employment assessment

**Desired Skills:**

Minimum of six months cash handling experience

Posting Date: 10/08/2015

Location: US-IL-Chicago

Travel: No

Full / Part-time: Fulltime

Hours Per Week: 40.00

Shift: 1st Shift

Weekly Schedule: M-Th 815a-530p Friday 815-630p Sat Rotating 8a-145p

Apply online at <http://careers.bankofamerica.com/job-detail/1500061792/united-states/us/teller-full-time-northeast-chicago--chicagoil>

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**Job Title: Office Assistant - Opt 1**

Agency: Corrections

Closing Date/Time: Fri. 10/23/15 4:00 PM Central Time

Salary: \$2,889.00 - \$3,933.00 monthly

Job Type: F II-Time

Location: Will County, Illinois

Number of Vacancies: 1

Plan/BU: RC014

Bid ID#: IDOC-29-82-15-0655

Description of Duties/Essential Functions Benefits Supplemental Questions  
Under general supervision of the Office Administrator III, performs a variety of clerical related duties in receiving, sorting and distributing mail for the Reception & Classification Center; operates a variety of office equipment; posts incoming and outgoing mail; performs routine typing functions for the mailroom ; types cash sheets for incoming checks.  
30010-29-82-200-10-02

**Minimum Requirements:**

Requires knowledge, skill and mental development equivalent to completion of high school and one year of related office experience; working knowledge of alpha-numeric sequencing; working knowledge of office practices, procedures and programs, grammar, spelling and punctuation; basic mathematics; requires ability to type accurately at 35 wpm.

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

WORK HOURS: 8:00 a.m. to 4:00 p.m. Monday through Friday, Days Off Saturday and Sunday,

LOCATION/AGENCY: IDOC/Stateville Correctional Center, P.O. Box 112 Joliet, Il 60434

CONTACT: Jamille Kent, Human Resources Rep. Stateville Correctional Center, P.O. Box 112 Joliet, Il 60434 (815)727-3607 ext. 5693 Fax # (815)727-0838 e-mail

[Jamille.Kent@idoc.illinois.gov](mailto:Jamille.Kent@idoc.illinois.gov)

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 1 – General**

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**Job Title: Office Assistant - Opt 2 (NRC Record Office)**

Agency: Corrections

Closing Date/Time: Fri. 10/23/15 4:00 PM Central Time

Salary: \$2,889.00 - \$3,933.00 monthly

Job Type: Full-Time

Location: Will County, Illinois

Number of Vacancies: 1

Plan/BU: RC014

Bid ID#: IDOC29-82-15-0381

Description of Duties/Essential Functions Benefits Supplemental Questions  
Under general supervision of the Assistant R & C Record Office Supv .(Executive I), performs difficult and complex typing and records maintenance function of the Reception & Classification Center Record Office; types forms and reports.

Position Number 30010-29-82-442-36-01

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of high school and one year of related office experience; working knowledge of alpha-numeric sequencing; working knowledge of grammar, spelling and punctuation; working knowledge of basic mathematics; requires ability to type accurately at 35 wpm

WORK HOURS: 8:00am to 4:00pm Monday through Friday with days off of Saturday and Sunday. LOCATION/AGENCY: IDOC Stateville Correctional Center, P.O. Box 112, Joliet, IL 60434

CONTACT: Diana Wysocki, Human Resources Representative  
Stateville Correctional Center, P.O. Box 112, Joliet, IL 60434  
Phone: (815) 727-3607 extension 6693  
Email: [Diana.wysocki@doc.illinois.gov](mailto:Diana.wysocki@doc.illinois.gov) Fax: (815) 727-0838

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: Office Coordinator - Opt 2 (Stvl Record Office)**

Agency: Corrections

Closing Date/Time: Fri. 10/23/15 11:59 PM Central Time

Salary: \$3,151.00 - \$4,401.00 monthly

Job Type: Full-Time

Location: Will County, Illinois

Number of Vacancies: 1

Plan/BU: RC014

Bid ID#: IDOC29-82-15-0419

Position Number: 30025-29-82-240-20-02

**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 ability to type accurately at 30 wpm.

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

WORK HOURS: 7:00am to 3:00pm Monday through Friday with days off of Saturday and Sunday.

LOCATION/AGENCY: IDOC Stateville Correctional Center, P.O. Box 112, Joliet, IL 60435

CONTACT: Diana Wysocki, Human Resources Representative,  
Stateville Correctional Center, P.O. Box 112, Joliet, IL 60434

Email: [Diana.wysocki@doc.illinois.gov](mailto:Diana.wysocki@doc.illinois.gov)

Phone: (815) 727-3607

Fax: (815) 727-0838

**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: Office Administrator III - Opt 2**

Agency: Corrections

Closing Date/Time: Fri. 10/23/15 4:00 PM Central Time

Salary: \$3,371.00 - \$4,793.00 monthly

Job Type: Full-Time

Location: Will County, Illinois

Number of Vacancies: 1

Plan/BU: RC014

Bid ID#: IDOC29-82-15-0038A

29993-29-82-000-05-01

**Minimum Requirements:**

Requires knowledge, skill and mental development equivalent to completion of two years' study at a secretarial/ business college and one year's office experience; or, completion of high school and three years' Office Assistant experience; or, three years' independent business experience. Requires working knowledge of the agency's program policies and operations. Requires working knowledge of office procedures and programs. Requires working knowledge of elementary mathematics and grammar. Requires ability to direct and supervise the work of a nonprofessional office staff. Requires ability to operate manual and automated office equipment. Requires ability to type accurately at 30 wpm

Work Hours & Location/Agency Contact: WORK HOURS: 8:00 a.m. to 4:00 p.m.

Monday through Friday, Days Off Saturday and Sunday, LOCATION/AGENCY:

IDOC/Stateville Correctional Center, P.O. Box 112 Joliet, IL 60434

CONTACT: Jamille Kent, Human Resources Rep, Stateville Correctional Center P.O. Box 112 Joliet, IL 60434 (815)727-3607 ext. 5693, Fax # (815)727-0838 e-mail

[Jamille.Kent@idoc.illinois.gov](mailto:Jamille.Kent@idoc.illinois.gov)

**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: Probation Management Operations Specialist (Field Coordinator)**

Agency: Illinois Courts/Administrative Office of the Illinois Courts

Salary: \$52,464.00 / Year

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Bid ID#: 135

**Minimum Requirements:**

**EXPERIENCE AND EDUCATION REQUIREMENTS:**

Minimum: Bachelor's degree in good standing from an accredited university of college with major coursework in social sciences, public administration, criminal justice or a related field. At least three years professional experience in community corrections or justice system environment. Knowledge of evidence-based principles and practices known to be effective with justice populations. Demonstrated experience with developing and conducting training.

Preferred: Working knowledge and understanding of Illinois judicial branch structure and functions, and experience working within probation and/or juvenile detention. Extensive knowledge and training experience of evidence-based principles and effective practices such as social learning, assessment and case supervision models for probation and court services personnel. Skill in preparing reports, statistics, and graphical illustrations.

**PHYSICAL REQUIREMENTS:** Ability to sit for extended time periods. Must possess a valid Illinois driver's license and be able to travel frequently.

Work Hours & Location/Agency Contact:

8:30 a.m. - 5:00 p.m.

Administrative Office of the Illinois Courts

Probation Services Division

222 N. LaSalle Street, 13th Floor

Chicago, Illinois 60601

Barbara Black (217) 524-6429

**How to Apply:**

Interested persons should submit - via email or hard copy - a letter of interest, resume, and completed Judicial Branch Employment Application to:

Administrative Office of the Illinois Courts

Attention: Human Resource Unit, #3811

3101 Old Jacksonville Road, Springfield, IL 62704

[courtemployment@IllinoisCourts.gov](mailto:courtemployment@IllinoisCourts.gov)

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**Job Title: Registered Nurse II**

Agency: Human Services

Closing Date/Time: Fri. 10/23/15 4:00 PM Central Time

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

Job Type: Full-Time

Location: Kane County, Illinois

Number of Vacancies: 1

Plan/BU: RC023

Bid ID#: 10-81-92743

Description of Duties/Essential Functions Benefits Supplemental Questions  
Under direction serves as Infection Control Coordinator for Elgin Mental Health Center; provides professional health care services for individuals and staff; coordinates and implements the facility immunization program. Serves as lead worker to lower level nursing staff. Completes Competency Based Training Analysis for facility staff.

**Minimum Requirements:**

Bachelor's degree in nursing and prefer experience in coordination in a Infection Control Program. 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

**CONTACT INFORMATION:**

Human Resource Office

Elgin Mental Health Center

750 S State St., Elgin, IL 60123

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: Staff Development Specialist I**

Agency: Human Services

Closing Date/Time: Mon. 10/26/15 5:00 PM Central Time

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

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 2

Plan/BU: RC062

Bid ID#: 10-97-85365/87957

**Minimum Requirements:**

Requires knowledge, skill and mental development equivalent to completion of four years of college. Academic course work should include quantitative measures (introductory statistics or business mathematics or social science analytical tools), educational methods, psychology of individuals, organizational group behavior, labor relations or equivalents. Requires two years of professional experience in education or a related field. Requires ability to travel.

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

Bureau of Training and Development

401 S. Clinton

Chicago, IL 60607

Please submit applications to:

Kelly Kindred

Bureau of Employee Services

100 S. Grand Avenue East, 3rd Floor

Springfield, IL 62762

FAX: 217-524-2116

PHONE: 217-557-0347

Bid Forms and Applications can be mailed to the address above, faxed to 217-524-2116, or scanned to [DHS.HiringUnit@illinois.gov](mailto:DHS.HiringUnit@illinois.gov)

**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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## **Vehicle Service Attendant in CHICAGO Illinois United States**

IT'S EXCITING being on the fast track to career success.

If you're looking for a career with a company that is as high energy as you are, join the Avis Budget Group (Nasdaq: CAR) team. We operate two of the leading global brands in the vehicle rental industry through Avis and Budget. Along with our subsidiaries and licensees, we provide a complete range of vehicle rental services through 10,000 rental locations in three operating regions: North America; Europe, Middle East & Africa (EMEA); and Latin America/Asia-Pacific. That means we're serving customers in approximately 175 countries around the world.

In our Vehicle Service Attendant position you will be on your feet all day in a fast pace outdoor environment cleaning the interior and exterior of the vehicles. You will also perform regular maintenance (non-mechanical services such as check tire pressure, fluid levels, gas the vehicle) in a timely and safe manner. You will also identify and report vehicle damage. Essential duties and responsibilities will vary.

In order to be considered for this outstanding opportunity you must be willing to work shifts that may include evenings, weekends, and holidays, previous detailing experience is a plus!

### **VEHICLE SERVICE ATTENDANT REQUIREMENTS:**

Must speak English

Must be 18 years of age or older

High school diploma or equivalent

6 months of prior work experience preferred

Physical ability to move in and out of vehicles

Effective verbal communication skills to communicate with customers, co-workers and management

Driving experience with a valid Drivers License (as mandated by state and location) and a good driving history

Must be willing to work outdoors in all types of weather conditions

Ability to work various shifts including weekends, evenings, and holidays  
Get your go on!

Avis Budget Group is an EEO Employer - Minorities / Females / Protected Veterans / Disabled

Apply online at <http://avisbudgetgroup.jobs/chicago-il/vehicle-service-attendant/DC72F2F4330B44F8A5A11F9F09FCCD86/job/>

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### **Rental Sales Associate in CHICAGO Illinois United States**

Successful Full Time Rental Sales Associates in this location have the opportunity to earn \$90,000 annually!

Avis Budget Group is an action-packed, high-energy workplace where things move forward every day. We are a global leader in the travel services industry operating two of the most recognized brands in the vehicle rental business. We are a customer-led, service-driven organization that offers an enthusiastic, family-friendly and collaborative work environment where you can expect to be developed, recognized and rewarded for a job well done. If you want to GO somewhere in your career, Avis Budget Group is the place to be.

As a Rental Sales Associate , you will assist customers with their vehicle rental to ensure a positive customer experience, while also promoting our additional products and services. The ideal candidate for this position is energetic, motivated by money, has a passion for customer service and enjoys working in a fast-paced environment.

At Avis Budget Group , we know your success is our success. In your first weeks, we provide you the training to attain your sales goals and maximize your earning potential by using our proven sales techniques. Additionally, as you move forward in your career, we provide a number of educational opportunities that will develop your skills and prepare you for advancement

#### Basic Qualifications/Minimum Requirements:

Must have a high school diploma

At least 6 months of experience in a role where sales and/or customer service were key elements of your duties

Valid driver's license and a good driving record

Must be willing and able to work a flexible schedule including nights, weekends and holidays

Basic computer skills in order to enter information into our database In order to be considered for this outstanding opportunity, you must be sales driven, self-motivated, personable, dependable, and willing to work shifts that may include evenings, weekends, and holidays.

Avis Budget Group is an EEO Employer Minorities / Females / Protected Veterans / Disabled

Apply online at <http://avisbudgetgroup.jobs/chicago-il/rental-sales-associate/40EB5BE547544D78ADA9D79DF8668579/job/>

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## **Courtesy Bus Driver in Chicago Illinois United States**

As a Courtesy Bus Driver , you will transport customers to and from the airport terminal and the rental car facility safely in all weather conditions. You will greet and assist customers with their needs, luggage and inquire whether a customer is a Preferred or a FastBreak member. You will make announcements if you have a Chairman customer and communicate various stops along the way or other important information along the route via the intercom system helping them feel valued and making you - an important part of our Avis Budget Group team. You will also conduct pre and post trip bus inspections along with logging your daily work hours in the DOT book.

### **Basic Qualifications/Minimum Requirements:**

This location requires a CDL Class B with air brake and passenger endorsements.

Must have a high school diploma or equivalent

At least 6 months of experience in a customer service role

Valid driver's license and a good driving record with previous driving experience

Must be willing and able to work a flexible schedule including nights, weekends and holidays

Basic computer skills in order to enter information into our database

Ability to Stand, Walk, Bend, Sit for up to 8 hours and lift and/or carry a minimum of 50 pounds

We provide you:

Competitive pay

Medical, Dental, Vision & 401K

Full training to learn the business and enhance your professional skills

Paid vacations, car rental discounts & much more!

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

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

Avis Budget Group is an EEO Employer

Minorities / Females / Protected Veterans / Disabled

Apply online at <http://avisbudgetgroup.jobs/chicago-il/courtesy-bus-driver/7BD22D245F084A138228ABD41BA6674F/job/>

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### **Agency Operator in NORTH CHICAGO Illinois United States**

Do you have what it take to be the boss? Could you make a business profitable with the solid support of an internationally-recognized brand? If so, Avis Budget Group has the opportunity for you!

Experience all the perks of being your own boss while having one of America's most familiar brands supporting you along the way. Avis Budget Group has exciting BUSINESS OPPORTUNITIES available for entrepreneurial-minded people to operate an Avis Budget Group location.

As an Agency Operator you will be responsible for:

- Growth and success of an Avis Budget Group location
- Staffing your location
- Marketing your operation
- Promoting world renowned Avis Budget Group "We Try Harder" values
- Maintaining a business plan aimed at developing rent-a-car business in your local area
- Daily operational costs

With our cars provided, you put yourself in the driver's seat to success.

After a paid training program, you will select your own employees and maintain a business plan aimed at developing rent-a-car business in your local area. To help grow your operation, an experienced staff will guide you through training, goal setting, sales and marketing. As the operator of your business, there are no earning limitations.

Our most successful Agency Operators are people-oriented, aggressive, goal-oriented and understand the importance of great customer service.

The Agency Operator should possess:

- Sales/Marketing experience
- Business ownership experience
- The ability to work independently
- Outstanding Customer Service Skills
- Car Rental/Travel experience preferred but not required.

This is an Independent Agency Operator opportunity, subject to the terms of that program, and it is not an employment relationship or a franchise.

Apply online at <http://avisbudgetgroup.jobs/north-chicago-il/agency-operator/F7791779B92D4C5B835237EC1B2B13DF/job/>

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### **Credit Associate**

Chicago, IL, United States

Job number: 1500040645

Note: This position is posted as 13 Associate however can be filled a 14 Associate, 15 Associate or 12 Associate.

### Qualifications

\*BA/BS undergraduate degree (Finance, Accounting or Econ preferred)

\*Strong technical skills, including financial statement accounting, cash flow and sensitivity modeling

\*Strong communication skills, both written and verbal

\*Formal credit training. Minimum 3 years previous work experience in a credit underwriting role.

\*Ability to manage multiple complex projects while delivering high quality results to meet client deadlines.

\*Ability to work within a team and effectively communicate with managers, business partners, clients and attorneys.

\*Strong Mentoring skills. Previous experience coaching and developing junior teammates.

\*Leadership, initiative, self-motivation and resourcefulness.

### Desired Skills

\*Large corporate banking experience

\*Knowledge of General Industrials sector (Automotive, Packaging, Transportation, Airlines, Environmental Services, Building Materials, Equipment & General Manufacturing) a plus

Posting Date: 10/08/2015

Location: US-IL-Chicago

Travel: No

Full / Part-time: Fulltime

Hours Per Week: 40.00

Shift: 1st Shift

Apply online at <http://careers.bankofamerica.com/job-detail/1500040645/united-states/us/credit-associate>

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**Job Title: Pharmacy Tech II**  
Department: Pharmacy  
Shift: 3rd  
Full/Part: Type 1 (72-80 Hrs/PP)  
Job Number: 2015-2332

**Position Qualifications:**

High school graduate or equivalent required.

Ability to compute mathematical calculations required for usual dosage determinations.

Eligible for pharmacy technician licensure in Illinois.

Previous experience as a pharmacy technician or equivalent (health-care related practice) is required.

Equivalent of 1-3 months training program or on-the-job training or completion of the Rush Pharmacy training modules.

Certified by the Pharmacy Technician Certification Board.

**Position Highlights:**

The Pharmacy Technician II, under the general supervision of pharmacy supervisors and under the direct supervision of staff pharmacists performs duties such as labeling, preparing, and filling of medication orders for patients on care units of the Medical Center. Such medication orders are prepared up to the point of final checking and dispensing by a registered pharmacist.

\*LI-CO1\*

Rush University Medical Center is an Equal Opportunity Employer that welcomes and encourages all applicants to apply regardless of age, race, sex, religion, color, national origin, disability, veteran status, sexual orientation, gender identity and/or expression, marital or parental status, ancestry, citizenship status, pregnancy or other reason prohibited by law.

Apply online at

[https://rush.igreentree.com/CSS\\_External/CSSPage\\_JobDetail.ASP?T=20151009125109&](https://rush.igreentree.com/CSS_External/CSSPage_JobDetail.ASP?T=20151009125109&)

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**Intern (Seasonal) Workforce Development Job ID: 2321**

Closing Date:10/22/2015

Administrative/Intern (H)

Date Posted: 10/8/2015

Location: Workforce Development

Region: Administration

OFFICE OF WORKFORCE DEVELOPMENT (VIDEO & ONLINE LEARNING DEVELOPMENT)

**CHARACTERISTICS OF THE CLASS:** Under direct supervision, performs typing, word processing and a variety of clerical work in support of the operation of an organizational unit on a temporary basis. Performs related duties as required.

**EXAMPLE OF DUTIES:** Responds to routine telephone inquiries. Collects information for compiling reports. Makes telephone calls and contacts other departments and organizations to collect routine information or to follow through with calls initiated by supervisor. Types prepared correspondence, memoranda, lists and brief reports. Files as instructed in an established filing system. Operates office machines (e.g. copier , calculator). Performs routine data entry tasks using established mainframe systems. Completes forms by hand or by using a typewriter/wordprocessor by filing in the required information (e.g. supply requisitions, personnel requisitions). Maintains simple logs or records. Receives and directs visitors.

**DESIRABLE MINIMUM QUALIFICATIONS:**

**Training and Experience:**

High School graduation or equivalent, including completion of courses in English, Spelling, Mathematics and Typing, or an equivalent combination of training and experience is required. One year of experience in a business office performing typing and filing duties is preferred. Word processing experience is preferred.

**Knowledge, Skills and Abilities:** Knowledge of rules of grammar, punctuation and spelling. Knowledge of office methods and procedures. Ability to make arithmetic calculations. Ability to organize and maintain records manually or using personal computer. Ability to communicate effectively with park employees and the public. Skill in the operation of office machines, including personal computers. Effective oral and written communication skills.

Salary: \$12.00 per hour

Apply online at

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**Intern (Architecture) - Seasonal - Disability Policy Office - (1 Position) Job ID: 2342**

Closing Date: 10/23/2015

Administrative/Intern (H)

Date Posted: 10/8/2015

Location: Central Administration - DISABILITY POLICY OFFICE

**CHARACTERISTICS OF THE CLASS:**

Under direct supervision, performs typing, word processing and a variety of clerical work in support of the operation of an organizational unit on a temporary basis. Performs related duties as required.

**EXAMPLE OF DUTIES:** Responds to routine telephone inquiries. Collects information for compiling reports. Makes telephone calls and contacts other departments and organizations to collect routine information or to follow through with calls initiated by supervisor. Types prepared correspondence, memoranda, lists and brief reports. Files as instructed in an established filing system. Operates office machines (e.g. copier, calculator). Performs routine data entry tasks using established mainframe systems. Completes forms by hand or by using a typewriter/wordprocessor by filing in the required information (e.g. supply requisitions, personnel requisitions). Maintains simple logs or records. Receives and directs visitors.

**DESIRABLE MINIMUM QUALIFICATIONS:**

**Training and Experience:**

High School graduation or equivalent, including completion of courses in English, Spelling, Mathematics and Typing, or an equivalent combination of training and experience is required. One year of experience in a business office performing typing and filing duties is preferred. Word processing experience is preferred.

**Knowledge, Skills and Abilities:** Knowledge of rules of grammar, punctuation and spelling. Knowledge of office methods and procedures. Ability to make arithmetic calculations. Ability to organize and maintain records manually or using personal computer. Ability to communicate effectively with park employees and the public. Skill in the operation of office machines, including personal computers. Effective oral and written communication skills.

Salary: \$12.00 per hour

Apply online at

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**Intern (Programs) - Seasonal - Disability Policy Office Job ID: 2343**

Closing Date: 10/23/2015

Administrative/Intern (H)

Date Posted: 10/8/2015

Location: Central Administration - DISABILITY POLICY OFFICE

**CHARACTERISTICS OF THE CLASS:**

Under direct supervision, performs typing, word processing and a variety of clerical work in support of the operation of an organizational unit on a temporary basis. Performs related duties as required.

**EXAMPLE OF DUTIES:** Responds to routine telephone inquiries. Collects information for compiling reports. Makes telephone calls and contacts other departments and organizations to collect routine information or to follow through with calls initiated by supervisor. Types prepared correspondence, memoranda, lists and brief reports. Files as instructed in an established filing system. Operates office machines (e.g. copier, calculator). Performs routine data entry tasks using established mainframe systems. Completes forms by hand or by using a typewriter/wordprocessor by filing in the required information (e.g. supply requisitions, personnel requisitions). Maintains simple logs or records. Receives and directs visitors.

**DESIRABLE MINIMUM QUALIFICATIONS:**

**Training and Experience:**

High School graduation or equivalent, including completion of courses in English, Spelling, Mathematics and Typing, or an equivalent combination of training and experience is required. One year of experience in a business office performing typing and filing duties is preferred. Word processing experience is preferred.

**Knowledge, Skills and Abilities:** Knowledge of rules of grammar, punctuation and spelling. Knowledge of office methods and procedures. Ability to make arithmetic calculations. Ability to organize and maintain records manually or using personal computer. Ability to communicate effectively with park employees and the public. Skill in the operation of office machines, including personal computers. Effective oral and written communication skills.

Salary: \$13.50 per hour

Apply online at

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