



Job Title: Cardiology RN 2
Department: Electrophysiology
Shift: 1st
Full/Part: Type 1 (72-80 Hrs/PP)
Specialty: Cardiac Electrophysiology
Job Number: 2013-1746

Position Highlights:

Opportunities to undertake research and by funding ongoing education and professional development through Rush University and its top-ranked College of Nursing.

The Staff Nurse for Electrophysiology/Pacemaker will provide quality nursing care in a critical care environment for patients undergoing non-invasive, invasive and interventional cardiac procedures.

Procedures include Electrophysiology Studies, Cardioversions, Tilt Table Tests, Catheter Ablations, Transesophageal Pacing, Permanent Pacemaker insertion and follow-up, ICD insertion and follow-up testing and Transtelephonic Monitoring. Will also provide technical support for these same.

Position Responsibilities:

Provides direct nursing care to patients undergoing electrophysiologic procedures, including: pre-EPS teaching, clinical monitoring of the patients overall condition throughout procedure, institution or assistance in providing emergency measure as necessary, preparation and administration of medication and IV sedation (moderate and deep) under the direction of the physician, monitor hemodynamic status throughout procedure, anticipates changes in patients condition during arrhythmia inductions.

Position Qualifications Include:

Current State of Illinois Registered Nurse Licensure
Two years experience in the following areas: CCU, ICU, or Surgical Intensive Care primarily caring for cardiovascular patients.
BSN or MSN degree required.
Must be available to take call.
Ability to start and manage intravenous infusions is a must for an EP Nurse

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Job Title: Clinical Social Worker - Older Adults Program

Department: JRB Older Adults Program

Shift: 1st

Full/Part: Type 1 (72-80 Hrs/PP)

Specialty: Social Work/Human Services

Job Number: 2013-1812

Position Highlights: The Clinical Social Worker is a key member of the Rush Health and Aging team. This position provides clinical social work services to adults and caregivers from a variety of referral sources, including the Enhanced Discharge Planning Program, mental health referrals, wrap-around social work services referrals and other sources as they arise. This position connects patients and community members to Rush Generations program offerings and community resources and may also serve as a representative of Health and Aging social work in meetings and presentations.

Position Responsibilities: Provide Enhanced Discharge Planning Program, mental health or on-demand social work services. Carry out comprehensive social work assessments by phone or in-person to develop a plan of care for the client. Work directly with clients and their families to address unmet needs and provide the necessary social work services to help clients and families achieve their care goals. Maintain relationships with referring Rush clinics through consistent and timely communication. Promote the Rush Generations program and the Resource Centers' program offerings by helping clients to connect with programs that address their needs. Document all client interactions in either the Epic, Maxsys or LVM software. Promote Rush University Medical Center clinical services by referring clients to relevant Rush clinics. Represent the Older Adult Programs department at meeting, conferences or other public engagements on an as-needed basis.

Position Qualifications:

Master's degree or higher in Social Work from an accredited college or university required. Licensed Clinical Social Worker (LCSW) in State of Illinois or eligible for licensure. A minimum of 2-5 years experience in healthcare and/or social services for older or disabled adults preferred. Clinical experience with older adults and caregivers strongly preferred. Previous experience in Assessment, Counseling, Motivational Interviewing, Communication, Interpersonal, Analytical, Organizational, Negotiation, and working with teams is required. Ability to demonstrate computer proficiency (Microsoft Office Suite and other programming) is required. Ability to take Initiative, Self-Reflection, Commitment, Responsiveness and work with a team is required.

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Job Title: Pharmacy Technician

Agency: Human Services

Closing Date/Time: Wed. 12/04/13 5:00 PM Central Time

Salary: \$2,798.00 - \$3,840.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC028

Bid ID#: 10-89-76925

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direct supervision of a registered pharmacist, assist in dispensing medications; receives cassettes and send cassettes from/to Madden Mental Health Center; review prescriptions, enters prescription data in the computer; completes logs and reports; performs simple stock keeping and housekeeping duties. Performs duties in accordance with applicable HCFA, Public Health, JCAHO, DHS and Chicago Read Mental Health Center rules and procedures as well as other applicable laws and regulations.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of 4 years of high school. Requires Illinois certification as a certified pharmacy technician. Must be at least 18 years of age.

Work Hours & Location/Agency Contact: 8:30 a.m. - 5:00 p.m., Monday - Friday
Chicago Read-Mental Health Center
Pharmacy & Clinical Support Services 4200 North Oak Park Avenue Chicago, IL

BIDDING CONTACT: DHS ADMIN & COMMUNITY SUPP/OCAPS/DASA PERSONNEL
ATTN: KRIS TAPOCIK 100 S. GRAND AVE. EAST, 3RD FL. SPRINGFIELD, IL 62762
FAX: (217) 524 3385

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: Support Service Worker

Agency: Human Services

Closing Date/Time: Wed. 12/04/13 5:00 PM Central Time

Salary: \$15.87 - \$19.48 hourly

\$1,269.43 - \$1,558.16 biweekly

\$2,761.00 - \$3,389.00 monthly

\$33,132.00 - \$40,668.00 annually

Job Type: Full-Time

Location: Cook County Zone 4, Illinois

Number of Vacancies: 2

Plan/BU: RC009

Bid ID#: 12/047

Description of Duties/Essential Functions Benefits Supplemental Questions
Under general supervision of the Dietary Manager, assists in food preparation, delivery, service and cleanup; provides required sanitation procedures to assure compliance with all regulatory agencies.

Minimum Requirements:

Requires knowledge skill and mental development equivalent to completion of High School. Must attend and pass all mandatory training.

Work Hours & Location/Agency Contact:

Dietary Department Day/Evening Shift

Valarie Laird/Human Resources
Madden Mental Health Center
1200 S. First Ave Hines, IL. 60141
Fax# 708-338-7078

How to Apply:

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at Work4Illinois@Illinois.gov or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

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Job Title: Denial Management Representative

Department: Revenue System Audit

Shift: 1st

Full/Part: Type 1 (72-80 Hrs/PP)

Job Number: 2013-1835

Job Description: Responsible for assisting the Denial Management team with various duties including maintaining a filing system from various payers, pick up and drop off of information as needed, faxing, reviewing denial data specifically from Medicaid for accuracy of information and writing appeal letters as needed.

Position Responsibilities: Writes standard appeal letters to Managed Care payers and submit charts when needed with these appeals. Works with Rush University Medical Center and Rush Oak Park Hospital departments as needed to obtain any missing information. Maintains thorough understanding of medical policies and applies them to current denial situations. Attends payer meetings as needed. Contacts physician offices and works with their staff to identify rationale and resolve denials. Manages assigned work queues in Epic. Assigns cases to denial management representatives as needed. Acts as the first point of contact for resolution of escalated issues internally. Escalates issues to manager or payers as needed. Documents activity in all HCF systems with narratives of action taken. Serves key role as mentor and trainer to other denial management representatives and other sections of Healthcare Finance as needed. Denial Avoidance / Payment delay management. Identifies trends and assists with developing process improvements. Collaborates with other Healthcare Finance members when technical issues arise. Creates BDC records in Epic. Demonstrates contributions to financial goals reflected by suggested process improvements. Identifies and prints the needed medical records in Epic. May lead and direct work of others; assists with training new staff as needed.

Position Qualifications Include: High School diploma or equivalent. Minimum of five years work experience in denials management and general knowledge of the healthcare field is required. Working knowledge of Epic is required. Must have advanced knowledge of the review process for commercial payers and government review agencies. Strong computer, interpersonal and mathematical skills. Technical aptitude with the ability to quickly gain proficiency with relevant computer applications. Proficiency with Microsoft Office required. Ability to perform multiple tasks with strong time management skills. Ability to understand and interpret policies and regulations, examine documents for accuracy and completeness, and communicate effectively in a team atmosphere.

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Job Title: Part-Time Clinic Coordinator II - Rush Oak Park

Department: MSP Ob/Gyne

Shift: 1st

Full/Part: Type 2 (40-64 Hrs/PP)

Job Number: 2013-1810

Job Description:

We are seeking a Part-time Clinic Coordinator II to support our Obstetrics and Gynecology department in Oak Park, IL. You must possess excellent interpersonal skills and have the ability to foster a positive patient experience through your front-desk service! If you have the skills and experience that we are looking for along with the ability to work a flexible schedule please review and consider this great opportunity!

Position Summary:

This position is 20 hours per week - (Tuesdays 1:00-5:00 PM, Wednesdays 8:30-5:00 PM, Fridays 8:30 - 5:00 PM; the position is based at our Oak Park location and occasionally, the coordinator will assist at our main Rush location, as necessary). The Clinic Coordinator performs clinic activities including scheduling, message taking, greeting and acknowledging patients throughout the check-in and check-out process, and managing referral and insurance authorizations. Responsible for carrying and responding to a pager. The employee who holds this position exemplifies the Rush Mission, Vision and Values and acts in accordance with Rush policies and procedures, including complying with all Rush University Medical Group Customer Service and Performance Standards.

Knowledge, Skills and Abilities:

High school diploma required and medical office experience preferred

Basic computer knowledge required

Attention to detail and accuracy

Excellent customer service and interpersonal skills

Sensitivity to patient health information and protection of confidentiality

Ability to utilize EPIC efficiently

Ability to sit for several hours each day and remain professional and calm under stressful situations

Employees hired into this role must successfully pass the EPIC scheduling test with 3 attempts, within 45 days of completion of training.

Apply online at

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Job Title: Patient Food Service Assistant

Department: Dietary Patient Food Service

Shift: 4th (Rotating)

Full/Part: Type 2 (40-64 Hrs/PP)

Specialty: Food Service

Job Number: 2013-1762

Job Description:

PATIENT FOOD SERVICE ASSISTANT - PART-TIME (rotating shift- 4:00am-10:00pm)

Performs food service related activities to ensure patient satisfaction. Ensures food service sanitation and Quality Control standards are met. Exemplifies the Rush mission, vision and values and acts in accordance with Rush policies and procedures.

Position Qualifications Include:

H. S. Diploma or GED required.

Illinois Department of Public Health and City of Chicago Sanitation Certification required within nine months of hire

Foodservice and customer service experience preferred

Must be able to communicate verbally and in writing in English and demonstrate reading ability.

Able to perform as an active team player, Customer Service Orientation:

Enjoys working with people/patients

Good interpersonal skills, outgoing personality, positive and pleasant demeanor at all times

Able to demonstrate basic math and computer skills

Able to work independently without direct supervision.

Exhibit critical thinking and decision making skills.

Must be able to lift 30 - 50 pounds and push or pull a cart of food trays.

Work demands 100% walking and/or standing.

Work duties may demand standing in place for extended periods, stooping, bending, reaching, lifting, pushing and pulling

Able to communicate with patients and staff using a variety of audio-technology

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Job Title: Sr. Web Applications Developer - Rush Health

Department: Rush Health

Shift: 1st

Full/Part: Type 1 (72-80 Hrs/PP)

Job Number: 2013-1849

Position Highlights:

The Senior Web Applications Developer has responsibility for leading the web site development for Rush Health Associates, including overall planning the website / website projects, and developing/maintaining Internet applications. The Senior Web Applications Developer coaches other developers and works closely with the Data Warehouse and Business Intelligence team, to develop data architecture for the web applications and integrate with the data warehouse. The Senior Web Applications Developer ensures data integrity of website databases, functionality of web applications, and usability of website and web applications.

Position Qualifications Include:

Bachelor's degree in Information Technology or equivalent work experience required, Master's preferred. A minimum of 4 years experience with design, development and maintenance of web-based applications.

Proficiency in Classic ASP, ASP.Net, VBScript, JavaScript, HTML, SQL, Visual Basic, Visual Interdev required

Experience in moving from an ASP to ASP.Net environment is required.

Familiarity with Adobe PhotoShop, Crystal Reports, DHTML and XML a plus.

Demonstrated high degree of knowledge of databases required, particularly relational and object oriented databases.

Preference for a candidate who has experience in sourcing data from a data warehouse environment, preferably using Sequel Server tools (i.e., SSIS, SSRS).

Some project management or project lead experience preferred.

Recognized technical and team leadership capabilities

Experience in healthcare, managed care or physician practice management is preferred.

Must have a strong customer service orientation, good organizational skills and the ability to work independently.

Must be able to manage several projects at once.

Strong interpersonal skills with the ability to prioritize.

Apply online at

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Coordinator, Student Experiences

Department: Education & Guest Experiences

Status: Full Time

The Coordinator, Student Experiences will report directly to the Manager of Student Experiences operations. The Museum of Science and Industry provides programs and experiences that deepen the engagement of students and teachers in science and science-related disciplines, with a vision to inspire and motivate our children to achieve their full potential in the fields of science, technology, engineering and medicine.

Qualifications: The Coordinator, Student Experiences requires superior attention to detail, follow through, written and verbal communications skills, and exceptionally strong professional judgment.

Required qualifications are as follows: Bachelor's degree in science, education or related discipline required. Candidates must have 3-5 years of prior science teaching experience in a formal or informal setting. Science program development experience required. Experience with middle grades students and teachers preferred. Familiarity with programming in a variety of educational settings including schools, science centers and/or other museums. Must be creative and dynamic; exhibit enthusiasm, initiative, flexibility, and openness to new ideas. Detail oriented; excellent verbal and written communication skills, including public speaking required. Must demonstrate comfort in a team environment, with strong collaboration skills. An ability to work on multiple projects and meet deadlines. Excellent project management, planning and organizational skills. Bilingual ability a plus. Proficiency in MS Office (Word, Excel, PowerPoint, Outlook, Publisher) required. The Museum of Science and Industry, one of the largest science centers in the world, offers world-class and uniquely interactive science experiences that inspire inventive genius and foster curiosity. From groundbreaking and award-winning exhibits that can't be found anywhere else to Live Science Experiences that make you the scientist — a visit to MSI is where fun and learning mix. Through its Center for the Advancement of Science Education (CASE), MSI offers a variety of student, teacher and family programs that make a difference in communities and contribute to the Museum's larger vision: to inspire and motivate children to achieve their full potential in science, technology, medicine and engineering. If you are equally passionate about our vision and want to be surrounded by a team of dynamic, smart and innovative people, the Museum of Science and Industry is the right place for you.

How to Apply <http://www.msichicago.org/about-the-museum/jobs/opportunities/full-time/coordinator-student-experiences/>

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Supv., Rolling Stock & Regulations

Minimum Acceptable Qualifications

- Must be a Mechanical Journeyman OR possess four (4) years of manufacturing and/or equivalent military experience.
- In addition to #1, must have a minimum of seven (7) years of railroad and/or rolling stock manufacturing experience.
- Must have knowledge of operating and maintenance systems of rolling stock including locomotive, passenger cars, and MU locomotives to include, but not limited to air brakes, cab signal/PTC, propulsion, prime mover, inverter, doors, communications, HVAC, AESS, EM2000, QES.
- Must have knowledge of O.E.M., F.R.A., F.T.A., A.A.R., and A.P.T.A. maintenance standards as they apply to locomotives, passenger cars, and MU locomotives.
- Must obtain 49CFR part 238 certification within sixty (60) days of hire.
- Must be proficient in Microsoft Office Suite with emphasis in Word and the ability to create spreadsheets using Excel.
- Must be capable of working both independently and in a team-oriented, collaborative environment.
- Must possess three (3) years of managerial experience. Supervisory experience preferred.
- Must possess and maintain a valid driver's license.

All employees are responsible for performing their job safely and in accordance with the safety objectives, goals and program of the organization, ensuring compliance with applicable safety rules and regulations.

Other Important Information

- Only qualified applicants will receive consideration.
- Selected candidates are subject to a physical examination/drug test and background check to verify information regarding education, employment, vehicle and criminal history.
- Relocation is not available for this position.

If you are interested in applying for a position at Metra, please send your cover letter which must include the position title, your resume and salary history to:

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General Counsel

Summary of Duties: General Counsel provides Metra's Board of Directors and senior management with effective legal advice on company strategies and their implementation, manages the legal function, and obtains and oversees the work of outside counsel. The General Counsel will be directly involved in legal matters involving the operation of a publicly owned and operated commuter rail agency.

Minimum Acceptable Qualifications •Must possess an attorney license to practice law in the State of Illinois and be in good standing with the Attorney Registration and Disciplinary Commission of the Supreme Court of Illinois. •Fifteen (15) years of experience as an Attorney with experience in some or all of the following: government, railroad and/or transit operations, litigation management, contract negotiations, real estate, federal and/or state regulations and regulatory proceedings. •Five (5) years of progressively responsible managerial experience in law firms, corporate law offices, railroads, transportation or related industries. •Three (3) references from colleagues or clients that can discuss your experience and strengths. •Strong interpersonal skills in dealing with the Board of Directors, other units of government, and/or other external groups and organizations. •Strong and effective oral and written communication skills are essential. •Ability to analyze issues, formulate and evaluate alternatives, and make sound, decisive recommendations. •Poise and personality to interact with, and instill confidence in, a wide variety of individuals, including Board members, executives, employees, local and federal government officials, outside counsel and the public. •Knowledge in one or more legal areas involving railroad and government matters. All employees are responsible for performing their job safely and in accordance with the safety objectives, goals and program of the organization, ensuring compliance with applicable safety rules and regulations.

Other Important Information •Only qualified applicants will receive consideration. •Selected candidates are subject to a physical examination/drug test and background check to verify information regarding education, employment, vehicle and criminal history. •Relocation is not available for this position.

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Manager, Guest Experiences

Department: Guest Experiences

Status: Full Time

Responsibilities

The Manager of Guest Experiences will co-lead the Guest Experiences Team and responsible for ensuring the delivery of world-class guest service to all guests in the Museum. This position is responsible for leading guest engagement strategies and provides overall management of Facilitator programs. This position will have shared responsibility with another full-time Manager of Guest Experiences. Responsibilities include but are not limited to the following: Monitor the operational effectiveness of Facilitator programs and activities. Identify staffing needs and coordinate resources to satisfy those needs . Manage the Facilitator staffing process. Proactively identify problems and address gaps . Represent Guest Experiences on cross-functional Museum teams. Recruit, hire, and manage team of 3 – 5 Senior Coordinator Guest Experience. Provide regular feedback and coaching to Senior Coordinator Guest Experience. Address escalated guest issues or concerns. Monitor current programs to ensure they are achieving guest engagement goals. Work with Coordinators, Developers and Manager, Guest Programs to ensure future programs will achieve guest engagement goals. Provide feedback to Facilitator on guest engagement skills. Act as liaison with Exhibits team to ensure exhibits are designed to foster guest engagement and to coordinate changes to current exhibits. Responsible for performance evaluations

Qualifications

Master's degree or equivalent; or four to ten years related experience and/or training; or equivalent combination of education and experience. Must have demonstrated successful collaboration experience and have strong team management, team performance maximization skills, negotiating skills, and project management skills Must have ability to coach team members on guest engagement strategies, performances, and in using inquiry based methodologies. Must possess excellent verbal, written communication skills. Must be positive and be solution focused with creative problem solving skills. Must have successful experience in working with diversity of skills, professions and cultures
Must be able and willing to work weekends and holidays

How to Apply <http://www.msichicago.org/about-the-museum/jobs/opportunities/full-time/manager-guest-experiences/>

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Marketing Coordinator

Department: Marketing & Public Relations

Status: Full Time

Responsibilities

The Marketing Coordinator will support the Marketing Manager with the development and execution of the Museum's advertising and marketing research programs, and lead/support marketing projects as assigned. Specifically, this individual will assist the Marketing Manager with the following:

Assist the Promotions Coordinator with all promotional events that take place on-site at the Museum and off-site.

—The Marketing Coordinator will be the second point person for all events.

Coordinate the Street Banner permit submission process and determination of placement. Manage the internal advertisement production schedule and traffic ads for any necessary one-off ad placement opportunities.

Develop marketing contracts and manage through the legal and purchasing process.

Maintain the production schedule and proper billing for all Black Creativity advertisements. Assist Marketing Manager in working with advertising agency to make sure all ads are produced, approved by appropriate MSI staff and released on time.

Assist the Tourism Marketing Manager as needed with rack card distribution and ad trafficking. Request purchase orders and assist Marketing Manager with management of the advertising and research budgets.

Qualifications

Bachelor's degree (B.A.) from four-year college or university; and/or a minimum of 1-2 years of related experience/training; or equivalent combination of education and experience. Strong ability and experience in marketing/advertising execution.

Solid project management skills with the ability to effectively prioritize workload and diligently follow through on all projects. High degree of flexibility and the ability to change course and be imaginative and practical at the same time. Available a minimum of 35 hours per week. Available to work nights and weekends at off-site locations.

Excellent interpersonal and written communication skills. Proficiency with Microsoft Office. A reliable vehicle and valid driver's license required. Job requires assembly of displays for outdoor festivals, as well as assembly of floats for parades, etc.

How to Apply <http://www.msichicago.org/about-the-museum/jobs/opportunities/full-time/marketing-coordinator/>

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Telephone Interviewer and Bilingual Telephone Interviewer

Description

TeleSight is looking for qualified applicants (college students encouraged to apply) to conduct customer satisfaction surveys for various Fortune 500 companies in a casual call-center environment. NO SELLING involved!

Qualifications

Applicants must speak clear with proper enunciation, type at least 40 w.p.m. also pass an assessment test. Qualified applicants must display professionalism and the ability to represent TeleSight and our clients respectfully.

To Apply

If interested in applying please email your resume to employment@telesight.com

Applications Developer

Description

TeleSight, LLC is a growing Chicago-based market research firm working with many Fortune 100 companies. We are in search of a creative and energetic individual to assist us in web application development.

- Develop in adherence to the specified designs, standards & best practices.
- Work collaboratively as part of a development team. Report directly to department manager.
- Work independently with minimal supervision.

Qualifications

- Experience developing/programming and deploying web-based applications using ASP.Net (VB.Net), ADO.Net, Classic ASP, and SQL Server 2000/2005/2008.
- Experience in developing SSIS packages, stored procedures and complex SQL statements.
- Experience with HTML (CSS and JavaScript a plus).
- Knowledge of PHP a plus.

To Apply

We offer a competitive salary and benefits along with a comfortable work environment. Send a resume and cover letter via email that helps explain how you might assist us to: systemshr@telesight.com

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The United Center, the premiere sports and entertainment facility and home of the Chicago Blackhawks and the Chicago Bulls, is currently hiring for the following position:

Accounting Clerk

Responsibilities include but are not limited to:

- Processing weekly payroll
- Reconciling accounts
- Processing AP/AR

Two to four years experience preferred. Associate's degree required.

Bachelor's degree preferred. Sage and Paychex or equivalent system experience preferred.

Ability to work in a fast paced environment and multi-task are essential for this position.

Competitive salary and benefits.

To apply for these positions or to be considered for future job opportunities, submit your resume online, or mail or fax a resume to:

United Center
1901 W. Madison St.
Chicago, IL 60612
Attn: Human Resources

FAX: (312) 455-4750

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The United Center, the premiere sports and entertainment facility and home of the Chicago Blackhawks and the Chicago Bulls, is currently hiring for the following position:

Help Desk Analyst

The successful candidate will respond to end users inquiries concerning problems including service requests, system status, network connectivity and hardware/software issues for all applications and operating systems.

The candidate will need to analyze and resolve simple to moderately complex inquiries, provide technical support during events as well as other assigned duties.

Must be able to handle multiple projects in a timely and efficient manner.

A flexible schedule is necessary; two years experience preferred.

Competitive salary and benefits. Salary requirements MUST accompany application and/or resume.

To apply for these positions or to be considered for future job opportunities, submit your resume online, or mail or fax a resume to:

United Center
1901 W. Madison St.
Chicago, IL 60612
Attn: Human Resources

FAX: (312) 455-4750

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Great food in an exciting atmosphere is what you will find at the United Center. Levy Restaurants at the United Center, is currently hiring for the following part-time/seasonal positions:

- **Clubs - Restaurant Supervisor, Server, Server Assistant, Runner**
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- **Suites - Supervisor, Dessert Attendant**
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- **Sanitation - Housekeeping Associate**
- **Culinary - Dishwasher, Cook, Carver**
- **Concessions - Stand Worker**

If you are interested in working for a truly unique and exciting company, apply today by emailing your resume to ucjobs@levyrestaurants.com or visit the United Center in person:

United Center
Gate 8
1901 W. Madison St.
Chicago, IL 60612

Monday - Friday, 9:00 AM - 5:00 PM (non-event days)

Monday - Friday, 9:00 AM - Noon (event days)

Please note that most positions are during evening hours

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Macy's State Street, Chicago, IL: Wedding and Gift Registry Consultant, Part Time

Location: Chicago, Illinois

Job Category: Stores

Requisition ID: 71222240

Key Accountabilities:

Achieves a complete registry by walking the customer through the entire Homestore during an appointment

Resolves customer problems in an efficient and pleasant manner

Prioritizes tasks and reads e-mail on a daily basis

Tracks merchandise orders from all resources, and updates the customer as needed

Attends product training seminars and videoconferences

Demonstrates a thorough understanding of Tabletop, Housewares, and Domestic merchandise

Achieves registration, volume, sales and loyalty goals as assigned quarterly

Skills Summary:

Previous retail experience; experience in Home areas, Bridal, or Gift Registry preferred

Excellent organizational skills, and possesses the ability to adjust quickly to changing priorities

Excellent communication skills, both verbal and written

Excellent interpersonal skills, and the ability to build relationships

Intermediate-level computer skills, including Internet navigation; willing to learn new systems and programs

Ability to work as part of a team, as well as independently with little direct supervision

Macy's is an Equal Opportunity Employer, committed to a diverse and inclusive work environment

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Macy's State Street, Chicago, IL: Holiday Retail Security Guard - Temporary

Location: Chicago, Illinois

Job Category: Loss Prevention and Investigations

Requisition ID: 71222151

Education/Experience: High School degree or equivalent and/or related Criminal Justice/Administration of Justice preferred. Complete all Security training requirements and maintain personal certifications as required by law. Prior retail security experience preferred but not required.

Communication Skills:

Ability to read, write, and interpret instructional documents such as reports and procedure manuals. Excellent written and verbal communication skills.

Mathematical Skills : No mathematical skills required.

Reasoning Ability: Ability to adapt to possible stressful and hostile situations. Must be able to use judgment and apply common sense when carrying out instructions furnished in written, oral, or diagram form. Able to deal with problems involving several concrete variables in standardized situations.

Physical Demands: This position involves regular walking, standing, hearing, and talking. Extended periods of sitting are also involved. Some kneeling, stooping, crouching, or crawling may be involved. Ability to move and/or lift at least 30 lbs. Specific vision abilities involved include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Ability to use restraints in an apprehension. Ability to sustain long periods of time enclosed in surveillance areas.

Other Skills: Ability to interact with customers positively and in a friendly and accommodating manner. Comfortable using a PC and open to learning new systems and applications. Must be able to operate cameras and other surveillance equipment. Ability to think and act clearly in possible stressful and hostile situations. Comfortable in using a PC, and open to learning new systems and applications.

Work Hours: Flexible with scheduling and available to work retail hours, which may include early morning, day, late evening, weekends, holidays, and major sales events based on department and store/company needs.

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Macy's State Street, Chicago, IL: Holiday Retail Sales Associate - Temporary

Location: Chicago, Illinois

Job Category: Stores

Requisition ID: 71222153

Qualifications:

Education/Experience ·Previous retail sales experience preferred, but not required

Communication Skills ·Strong interpersonal and communication skills.

- Ability to read, write, and interpret instructional documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to effectively communicate with customers, peers, and management.
- Able to communicate on the telephone with proper etiquette.

Mathematical Skills

- Basic math functions such as addition, subtraction, multiplication, and division
- Able to use a calculator and calculate percentages and ratios
- Must be able to make change in American monetary units

Reasoning Ability ·Ability to multi-task, while being attentive to customers and remaining flexible to the needs of the business.

- Ability to work as part of a team, and take initiative independent of direct supervision.

Physical Demands ·This position involves constant moving, talking, hearing, reaching, grabbing and standing for at least two consecutive hours;

- May occasionally involve stooping, kneeling, crouching, and climbing ladders
- Vision abilities include close vision, color vision, depth perception, and ability to adjust focus· Involves lifting at least 30 lbs.

Other Skills ·Enthusiastic, friendly, and energetic with a genuine desire to provide outstanding service.

Work Hours ·Ability to work a flexible retail schedule including the day after Thanksgiving, special Big Event days, and the day after Christmas.

- Available to work a variety of hours, which may include early mornings, evenings, or weekends.

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