



Building Custodian
Branch: College of Officer's Training
Location: Chicago, IL
Department: Property Department
Division: CFOT Division
Position Type: Full-Time
Status: Until Filled
Details: Chicago, IL.

Description and Key Duties

Provide for the maintenance and upkeep of the College for Officer's Training buildings, equipment, grounds and vehicles.

Some job duties:

1. Assist the Property Officer with the responsibility of the timely completion of work orders.
2. Maintain campus yards including spring, summer and fall tasks of mowing grass, weeding flower gardens, removing litter and trash, removing yard clippings, trimming bushes and trees, and watering plants.
3. Maintain campus yards including winter tasks of snow removal from sidewalks, stairs, parking lots, and drives. Removal of ice builds up.
4. Perform regular and preventative maintenance of motorized equipment. This includes vehicles, riding mower, and lawn equipment,
5. Perform minor repairs on malfunctioning equipment, doors, windows, lights, etc. as instructed.

Required Experience and Education

Experience - The position requires 1 - 3 years of experience in facility maintenance

Education - High School Diploma or equivalent.

Additional Information

In compliance with the ADA Amendments Act if you have a disability and would like to request an accommodation in order to apply for this position, please call 847-294-2166

4800 W. Chicago Avenue, Chicago, Illinois 60651
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Posting Title: Supervisor Food Service, Bison Prairie Grill

Auto req ID 677BR

Job Location Chicago Zoological Society-Brookfield Zoo

Zip Code 60513

Department Food Service Operations

Union Status Non-Union

Work Shift Any 5 out of 7 days/week

As Supervisor – Food Service Concessions at Bison Prairie Grill, you will be responsible for supervising, coordinating and overseeing food preparation and production areas to assure efficiency and to maintain high levels of guest satisfaction through training, assuring compliance with sanitation requirements and safety, quality, and service standards, as well as compliance with Society policies and departmental standards and procedures. You will maintain effective communications among managers and staff to ensure timely delivery and superior quality of products and services.

Position Requirements and Specifications

This is a temporary position. The minimum starting wage for this position is \$10.25/hr.

The requirements for this position include:

High School graduate or (GED) equivalent preferred. Minimum one year relevant experience in a food service environment required. Strong customer service orientation required. Must possess good communications and interpersonal skills. Must hold or obtain a Food Service Sanitation certification as required by the city, county and state within one year of hire. Incumbent must be responsible, reliable, and conscientious. Experience and/or ability to work and interact effectively with a diverse, multicultural audience. Multilingual ability, Spanish fluency a plus. Incumbent must have ability to learn and follow Society policies and departmental procedures and standards.

Food Service employees are assigned to work restaurants, refreshment stands, mobile carts, or other outdoor sales locations (certain positions have minimum age requirements). Food Service employees may also be required to assist temporarily at other Guest Services locations. Incumbent must have ability to work non-standard hours including evenings, holidays, and weekends. Work schedules are based on the needs of the operation and may be adjusted due to weather conditions.

Additional Information: This requisition is to recruit for temporary openings for 2015.

The Chicago Zoological Society is an Equal Opportunity Employer/Affirmative Action Employer – Minorities / Women / Veterans / Disabled.

Apply online at

<https://sjobs.brassring.com/TGWebHost/searchresults.aspx?SID=^TrzxyQJWEEVuzsOtjaVw8YaCfePUJVbL7Di11Zc5bN6hm35AxDmBNodlvILcczuD>

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Job Title: Office Assistant - Opt 1

Agency: Human Services
Closing Date/Time: Continuous
Salary: \$2,845.00 - \$3,519.00 monthly
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: 1
Bid ID#: E-HCD Continuous

Description of Duties/Essential Functions Benefits Supplemental Questions
Under general supervision, reviews complex materials which includes resumes for clients, weekly and monthly statistical reports, minutes of monthly unit meetings, and confidential materials such as staff performance evaluations; prepares checks for carfare for clients seeking employment; balances check book.

Minimum Requirements:

Requires working knowledge of alphanumeric sequencing; working knowledge of office procedures and practices; ability to operate commonly used office equipment.

Work Hours & Location/Agency Contact: Work hours: 8:30 am – 5:00 pm
Contact: Employee Services, HCD
100 South Grand Avenue East, 3rd floor
Springfield, IL 62762

Current employees will need to complete and submit a bid form and copy of an online application or CMS100 Employment Application to the address listed above. Non State candidates apply below.

How to Apply:

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov 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 1 - General

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Job Title: Office Associate - Opt 2

Agency: Human Services

Closing Date/Time: Wed. 12/10/14 5:00 PM Central Time

Salary: \$2,935.00 - \$4,065.00 monthly

\$35,220.00 - \$48,780.00 annually

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC014

Bid ID#: 10-14-86473

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direction of the Bureau Chief, performs a variety of complex and highly confidential typing, records processing, and general office support functions for the Bureau Chief and Northern investigative staff; schedules appointments for supervisor and other investigative staff; makes travel arrangements; maintains and files office records pertaining to the operation of the Northern Investigations Office.

Minimum Requirements:

Requires knowledge, skill, and mental development equivalent to completion of high school and two years office experience. Requires ability to type accurately at 45 wpm.

Work Hours & Location/Agency Contact: 8:30 am - 5:00 pm
Madden MHC 1200 S First Ave, Pavilion 12 Hines, IL 60141

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 2 – Typing

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Electrician

Talent Area : Manufacturing/Production Operations

Location : Niles, IL, USA

Requisition Number : 00027979

Full or Part Time : Regular Employee FT

POSITION DESCRIPTION

Responsible for electrical repairs and preventative maintenance on all production equipment/machinery - Provide preventative maintenance and repairs in maintaining PLC based control systems

- Maintain and provide repair for compressed air, low pressure steam, and ammonia refrigeration systems - Maintain contact with supervision and co-workers in order to ensure and report progress - Maintain compliance with all company policy and procedure guidelines - Remain aware of and trained on all technical advances within the area of responsibility

- Answer and complete service calls in an efficient manner - Utilize proper waste disposal procedures - Assist and support the department in achieving and maintaining budgetary goals - Maintain an accurate log of all parts used and assist in maintaining inventory - Support and assist mechanics with expertise in electrical equipment

- High School diploma or equivalent - 3 - 5 years previous electrical maintenance experience - Ability to read and utilize schematics in equipment repair - Previous experience with Allen Bradley programmable controllers and electro-cam controllers - Previous experience in troubleshooting and maintaining PLC and SLC along with 24-volt and 110-volt control systems

- Knowledge of and experience with electrical and pneumatic transducers and hydraulic systems/controls - Prior experience with steam/compressed air and ammonia refrigeration systems - Ability to plan and prioritize work demands and schedules - Solid PC system skills and ability to use software applications

We are an Equal Opportunity Employer and do not discriminate against applicants due to race, ethnicity, gender, veteran status, or on the basis of disability or any other federal, state or local protected class.

Apply online at <http://www.enjoycareers.com/en/jobs/descriptions/electrician-niles-illinois-job-1-4959204>

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Transport Driver

Talent Area : Transportation/Driver

Location : Niles, IL, USA

Requisition Number : HV040326

Full or Part Time : Regular Employee FT

POSITION DESCRIPTION

Position Description: Responsible for moving trailers across lots during loading and related functions.

- Conducts a daily check of trailers for raw materials and full goods in addition to assessing for empty trailers and others that need to be relocated or loaded.
- Properly stores trailers not being used.

- Maintains proper order of customer pick up trailers brought to the docks.
- Ensure a complete and accurate list of trailers brought in and moved to the docks.

- Ensure that all trailers brought to the docks have their wheels chocked.
- Reports problems or damages that occur.

Position Requirements:

- High School diploma or GED preferred.
- 0 - 3 year of general work experience required.

- 1+ year prior warehouse/stocking/fork-lift experience preferred.
- Previous experience within high-speed industrial environment a plus.
- Ability to operate a manual / powered pallet jack or lift product.

- Demonstrated attention to detail.
- Fork-lift certification is required
- Must be able to repetitively lift up to 60lbs
- CDL Class A required if transporting product on public roads.

We are an Equal Opportunity Employer and do not discriminate against applicants due to race, ethnicity, gender, veteran status, or on the basis of disability or any other federal, state or local protected class.

Apply online at <http://www.enjoycareers.com/en/jobs/descriptions/transport-driver-niles-illinois-job-1-4932157>

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**General Laborer, Warehouse-Part Time, Chicago, IL
(Shift graveyard 7:30pm-d**

Talent Area : Warehouse Operations

Location : Chicago, IL, USA

Requisition Number : HV042778

Full or Part Time : Regular Employee PT

POSITION DESCRIPTION

Responsible for general duties involving physical handling of product, materials, supplies and equipment.

- Maintain orderly and clean work area in compliance with Company safety and sanitation requirements.
- Operate industrial power equipment
- Restock and replenish as appropriate.
- Perform general maintenance.
- Ensure compliance with regulatory and company policies and procedures.
- Fill in for other positions as needed.
- Perform general warehouse/production/cooler service duties.
- Periodic bending, kneeling, lifting of 50+ pounds and climbing.
- High School Diploma Preferred.
- 0 - 1 year of general work experience.
- Prior warehouse/production/equipment service experience preferred. - Ability to operate a manual / powered pallet jack or lift product. - Demonstrated attention to detail. - Forklift certification is a plus.

We are an Equal Opportunity Employer and do not discriminate against applicants due to race, ethnicity, gender, veteran status, or on the basis of disability or any other federal, state or local protected class.

Apply online at <http://www.enjoycareers.com/en/jobs/descriptions/general-laborer-warehouse-part-time-chicago-il-shift-graveyard-730pm-d-chicago-illinois-job-1-4923038>

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Sup, Warehouse Distribution Sparkling - Chicago IL

Talent Area : Warehouse Operations

Location : Chicago, IL, USA

Requisition Number : 27426

Full or Part Time : Regular Employee FT

POSITION DESCRIPTION

Responsible for supervising the warehousing and shipping of incoming and outgoing materials. Supervises warehouse personnel.

- Staff, train, evaluate and develop team members.
- Supervise the daily activities of the warehouse.
- Schedule warehouse team members to meet the demands of the facility.

- Allocate necessary space for stock rotation.
- Assist and maintain appropriate inventory levels and product loss control.

- Oversee shipping and receiving functions as applicable.
- Secure company assets.
- Manage within labor and OPEX budget.

- High school diploma or GED required.
- Bachelor's degree preferred.
- 1-3 years warehouse/inventory experience required.

- Requires experience managing people/budgets.
- 2+ years supervising warehouse/inventory staff preferred.

- Computer and database application skills.
- Familiarity with inventory management systems.
- Ability to operate a manual / powered pallet jack or lift product.
- Forklift certification is required upon commencement of work. We are an Equal

Opportunity Employer and do not discriminate against applicants due to race, ethnicity, gender, veteran status, or on the basis of disability or any other federal, state or local protected class.

Apply online at <http://www.enjoycareers.com/en/jobs/descriptions/sup-warehouse-distribution-sparkling-chicago-il-chicago-illinois-job-1-4925790>

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Distribution Center Administrator-St. Charles, IL (Shift M-Fri 8-5pm)

Talent Area : Administrative/Clerical/Office Support

Location : St Charles, IL, USA

Requisition Number : 00027510

Full or Part Time : Regular Employee FT

POSITION DESCRIPTION: Performs routine clerical duties in a Distribution Center in accordance with standard administrative office procedures.

DISTRIBUTION - Driver call in log - DOT – DVRs and Grid logs required file maintenance only - Enter special event orders for service and schedule - Employee sale - Safety committee notes as assigned COOLER SERVICE - AP invoice processing COLD DRINK/FULL SERVICE - FS change fund/key audit - FS commission statements - CST champion - EMO tracking and follow up

ACCOUNTS RECEIVABLE/CREDIT - Customer Accounts Receivable research – Sales Center Charge back - Customer mail check requests (validation) - NSF Review and tracking – notification to sales - PIA, drafting credit memos and invoice corrections - Local Branch Deductions research **HUMAN RESOURCES** - New Employee Orientation and On-Boarding - Responsible for collection, review and dissemination of original new hire paperwork - Scans CCR Employment Application and Consent Form & Disclosure Form and emails to designated Talent Acquisition representative. - Serves as local Chain of Custody Coordinator for CCR Drug Test Program - Prints and posts Open Requisition reports/Job Opportunity listings - Make sure all required postings are posted (for audit purposes) - DOT - files,
- High School - GED or Diploma required - Some college preferred - 2-5 years experience in automated office environment required - Minimum 1 year of finance related experience in an office environment required - Basic computer skills including Excel, Word and Power point or related experience - Excellent phone etiquette - Knowledge of multi-line phone systems - Accurate data entry - Strong organizational skills. Bi-lingual skills a plus - Occasional lifting of up to 50 lbs

We are an Equal Opportunity Employer and do not discriminate against applicants due to race, ethnicity, gender, veteran status, or on the basis of disability or any other federal, state or local protected class.

Apply online at <http://www.enjoycareers.com/en/jobs/descriptions/distribution-center-administrator-st-charles-il-shift-m-fri-8-5pm-st-charles-illinois-job-1-4922995>

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Counter/Hostess person at the best chicken shack in Chicago

The Roost Carolina Kitchen
1467 W. Irving Park Rd., Chicago, IL
Lakeview, Uptown
Job ID: 9031383
Job Type: Full Time
Shift Type: Morning, Afternoon, Night
Compensation: \$10/hr + tips
Experience: 1-3 Years

Job Description

We're a fairly new, highly acclaimed fried chicken restaurant in northern lakeview looking for someone to take on about 30 hours a week.

Our counter attendant is responsible for overseeing the dining room, taking orders over the phone and at the counter and generally ensuring the smooth flow of their shift.

You can reasonably expect about \$150 a week in tips at 30 hours. Great customer service is a requirement.

Looking to fill position ASAP.

Apply online at <http://www.shiftgig.com/job/chicago/il/counter-attendant-job-openings-at-roost-carolina-kitchen-9031383>

Doorman Wanted

Old Town Social
455 W North Ave Chicago, IL
Old Town, Near North Side

Job Description

Old Town Social is looking for friendly Doormen to join our team. Friday & Saturday night shifts are available.

Apply online at <http://www.shiftgig.com/job/chicago/il/security-job-openings-at-old-town-social-9031121>

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Server

Hawkeye's Bar & Grill
1458 W Taylor St Ste 1, Chicago, IL
Near West Side
Job ID: 9031009
Job Type: Full Time
Shift Type: Morning, Afternoon, Night
Compensation: \$4.95/hr+ tips
Experience: 1-3 Years
References: Preferred
No walkins or phone calls will be considered. Please apply online

Seeking High-Energy People....Are you one?

Job Description

Do you have a warm, upbeat, positive personality and a well-developed sense of humor? We're looking for people with the following skills, abilities and experience: a love of service, a keen commitment to delighting the customer, a strong and genuine sense of integrity toward work and life, independent and original thinking and supportive of others. We believe in work/life balance and recruiting people like ourselves.

Requirements & Skills

Must be 21+, able to work nights and weekend; Must be able to work Monday Nights

Apply online at <http://www.shiftgig.com/job/chicago/il/server-job-openings-at-hawkeyes-bar-grill-9031009>

Roots Handmade Pizza Delivery Driver (West Town)

Roots Handmade Pizza
1924 W Chicago Ave., Chicago, IL
Ukrainian Village

Job Description

Roots Pizza is looking for Delivery Drivers w/ insurance and a clean driving record. Available nights and weekends.

Requirements & Skills: Available Nights and Weekends

Please apply at Roots Pizza (1924 W Chicago) between 5pm-7pm.

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Mental Health Counselor

MacNeal Hospital, Berwyn, IL
Department: BHS EXEMPT PSYCH
Schedule: Registry
Shift: Rotation

Job Details:

Reporting to the management staff of Behavioral Health Services, in coordination with the Registered Nurse and the interdisciplinary team, performs mental health counseling and provides behavioral intervention based on assessed needs for patients and routine performs patient care duties.

Provides a safe and therapeutic environment and may assist in the admission, provision of patient care, discharge and transfer of patients and documents specified information.

Provides all services in accordance with established hospital/departmental policies and procedures.

Minimum of two (2) years previous Inpatient Psych experience preferred.

Level of knowledge equivalent to that ordinarily acquired through completion of two (2) years of college with course work in psychology or a related field preferred or the equivalent combination of education and experience. Bachelor's Degree strongly preferred.

Addictions training/certification desirable. CPI certification preferred.

Current CPR Certification required.

May be required to complete phlebotomy training prior to starting work. If the employee does not have previous phlebotomy experience, on the job training can be provided.

Apply online at

https://www.healthcaresource.com/unityhealth/index.cfm?fuseaction=search.jobDetails&template=dsp_job_details.cfm&cJobId=620404

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Bartenders, Servers, Hosts and Hostesses

Wavve App

415 N. Sangamon Chicago, IL
Fulton Market, Goose Island

Job Description

We are recruiting individuals that have a diverse network within the Chicago bar and restaurant community. We're looking to pay cash for personal connections with each restaurant/bar owner that you know. Our purpose is to provide bars and restaurants with simple solutions to increase their profitability so help us spread the word to your friends and cash in today.

Incentives:

- \$150 cash per introduction
- Contractor basis, work on your own time

Responsibility:

- Pitch Wavve to a restaurant/bar owner, manager, and GM you know
- Connect Wavve salesperson with interested restaurant/bar owner via email
- Collect prospect direct contact information

Requirement:

- Have personal relationships with restaurant/bar owner, manager or GM
- Believe in the Wavve brand

Wavve is a technology platform enabling bars and restaurants to transform television displays into a private advertising network. We believe in high-quality imagery as way to capture people's attention.

Not only will our photographer take beautiful photos of menu items and cocktails, but our in-house designers will also create effective contents specifically for each venue.

Requirements & Skills

Must be 21+

Apply online at <http://www.shiftgig.com/job/chicago/il/bottle-service-job-openings-at-wavve-app-9027229>

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Merchandiser Full Time-St. Charles IL

Talent Area : Merchandising/Merchandiser

Location : St Charles, IL, USA

Requisition Number : HV042524

Full or Part Time : Regular Employee FT

Physical Abilities

Ability to repetitively lift, carry, and position objects weighing up to 50 pounds without assistance. Ability to repetitively push and pull objects weighing up to 50 pounds without assistance while kneeling; squatting; reaching above the head; reaching at the waist; reaching below the knees; and bending at the knees.

Ability to repetitively push and pull manual transport equipment (for example, pallet jack, handtruck) containing product loads a minimum of 100 yards without assistance. Ability to repetitively grasp and manipulate objects of varying size and weight requiring fine motor skills and hand-eye coordination. Ability to exert oneself physically over sustained periods of time to complete job activities. Ability to read information in small, medium, and large print. Ability to stand a minimum of 6 hours during the workday. Ability to walk a minimum of 4 miles during the workday.

Minimum Qualifications/Eligibility Requirements

Must be 18 years of age. Must be eligible to work in the United States.

Must have a valid driver's license. Must have current vehicle liability insurance.

Must have a driving record with no major moving violations in the last three (3) years.*

Must provide and maintain a personal vehicle for use during employee working hours.

Preferred Qualifications

1 year experience working in replenishment or as Merchandiser.

1 year experience working in grocery, retail, consumer goods, warehousing, or related field. 1 year experience working in physically demanding fields such as construction, food service, landscaping, manufacturing, military, nursing, or related experience.

1 year experience working with manual or powered pallet jacks.

Straddle stacker certification. Powered pallet jack certification.

1 year experience working under little or no supervision.

1 year of college coursework in business, marketing, communication, or related area.

*Major moving violations include, but are not limited to, leaving the scene of an accident, driving under the influence We are an Equal Opportunity Employer and do not discriminate against applicants due to race, ethnicity, gender, veteran status, or on the basis of disability or any other federal, state or local protected class.

Apply online at <http://www.enjoycareers.com/en/jobs/descriptions/merchandiser-full-time-st-charles-il-st-charles-illinois-job-1-4908905>

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General Laborer

Talent Area : Selection Required
Location : Alsip, IL, USA
Requisition Number : 00027079
Full or Part Time : Regular Employee FT

POSITION DESCRIPTION

- Primary responsibility - vending and cold drink equipment washing
- Responsible for internal and external movement of equipment
- Support any/all forklift responsibilities as needed
- Support equipment inventory process
- Responsible for salvage parts procurement
- Responsible for daily housekeeping assignments
- Other MRC duties as needed

Work Hours and Schedule:

This position will be available varying shift schedules in a 24/7 operations facility. 2nd or 3rd shift with weekend shifts .The desired candidate will be flexible and available on weekends, holidays, and nights Saturday-Sunday.

Apply online at <http://www.enjoycareers.com/en/jobs/descriptions/general-laborer-alsip-illinois-job-1-4905925>

Bed Flow Coordinator-1405041458

Description:

Bachelors Degree preferred; CPR certified
IL RN Licensure Required
Experience is required

This position will coordinate the placement of all admissions (elective and emergent) and transfers in accordance with the clinical standards and guidelines. This position will also be responsible for ensuring the patient is admitted to the most appropriate bed available using criteria for admission, and determining if the patient is a candidate for observation or inpatient status.

Qualifications: Must have at least 5 or more years of clinical nursing experience. BSN required. Must have current IL RN license.

Apply online at <https://tenet.taleo.net/careersection/10100/jobdetail.ftl>

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Certified Nursing Assistant-1405041548

Description:

The Nursing Assistant under the direction and supervision of the professional nurse performs various duties to assist the nursing staff in meeting patient treatment and care requirements. All duties are carried out in accordance with the established policies and procedures. Willingness to work under close supervision. Able to communicate effectively using written and verbal English. Good interpersonal skills.

Qualifications:

High School diploma or equivalent. BLS required. Certification as a nursing assistant required. One semester of clinical completed in an RN program accepted in its place of CNA certification.

Job: Nursing

Primary Location: IL-Oak Park

Hospital/Facility: West Suburban Medical Center

Job Type: Full-time

Shift Type: Rotating

Apply online at <https://tenet.taleo.net/careersection/10100/jobdetail.ft>

Cooks Needed - Multiple Openings

Bullpen North

100 N. Martin Luther King Jr. Ave., Waukegan, IL

Job Description

This position will produce visually appealing and good tasting foods to Bullpen standards off the grill station for breakfast and lunch. Prepare, season, and cook meats, sandwiches, fish, deep fried items or other foodstuffs as required. Take customer orders and prepare food as ordered.

Requirements:

- * Must be able to communicate with others to convey information effectively.
- * Must be able to communicate in English with customers.
- * 2 years food preparation experience.

Apply online at <http://www.shiftgig.com/job/waukegan/il/line-cook-job-openings-at-bullpen-north-9026663>

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Job Title: Office Clerk - Opt 1

Agency: Human Services

Salary: \$2,694.00 - \$3,311.00 monthly

Job Type: Full-Time

Location: Statewide, Illinois

Number of Vacancies: 1

Bid ID#: A-HCD Continuous

Description of Duties/Essential Functions Benefits Supplemental Questions

Under general supervision, verifies the accuracy of authorizations of assistance; posts case status changes to financial control cards; processes authorizations and submits them to Springfield and according to strict time schedule; maintains control on case actions to be taken by casework staff.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of high school. Requires one year of clerical experience.

Work Hours & Location/Agency Contact:

Work hours: 8:30 am – 5:00 pm

Contact: Employee Services, HCD
100 South Grand Avenue East, 3rd floor
Springfield, IL 62762

Current employees will need to complete and submit a bid form and copy of an online application or CMS100 Employment Application to the address listed above. Non State candidates apply below.

How to Apply:

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Posting Title: Motor Safari Adventure Guide

Auto req ID 673BR
Job Location Chicago Zoological Society-Brookfield Zoo
Zip Code 60513
Department Guest Services Administration
Union Status Non-Union
Work Shift Any 5 out of 7 days/week

We are seeking individuals that are able to work a flexible schedule that would include working weekend days (when we are busiest) as well as regular week days. The work shifts are usually from 4 to 8 hours in length generally during the hours that Brookfield Zoo is open. The work schedule may start as early as 8:00 a.m. and end as late as 7:00 p.m. (10:00 p.m. on weekends and for special events). This position generally requires flexible availability to work non-standard hours including evenings, holidays, and weekends. Due to the driving requirement, a valid driver's license is required and you must be at least 18 years of age for this position.

This is a temporary position. Starting wage: \$9.30 per hour.

The requirements for this position include:

High School graduate or (GED) equivalent preferred. Six months of prior driving experience transporting people preferred, but not required. Must be at least 18 years of age. Demonstrated strong customer service skills; must be flexible and patient. Good communications and interpersonal skills with the ability to communicate well with the public are required. Theatrical experience preferred. Experience and/or ability to work and interact effectively with a diverse, multicultural audience. Multilingual ability and Spanish fluency a plus. Accurate basic math and reading skills required. Ability to work non-standard hours including evenings, holidays, and weekends. Valid driver's license required. Illinois residents must possess a valid Illinois license within 90 days of hire. Valid out-of-state license required for out-of-state residents. One or more of the following licensures may be required: Valid "C" or "B" (CDL) Driver's License. Valid medical authorization card required for positions responsible for operation of a Commercial Motor Vehicle.

This requisition is to recruit for numerous temporary openings for 2015.

The Chicago Zoological Society is an Equal Opportunity Employer / Affirmative Action Employer – Minorities/Women/Veterans/Disabled.

Apply online at

<https://sjobs.brassring.com/TGWebHost/searchresults.aspx?SID=^TrzxyQJWEEVuzsOtjaVw8YaCfePUJvL7Di11Zc5bN6hm35AxDmBNodlvILcczuD>

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Guest Service Concessions

Provide professional and courteous service to guests and operate seasonal concessions.

ADDITIONAL RESPONSIBILITIES • Accept directions during safety drills and emergency situations. • Other duties as assigned

KNOWLEDGE, SKILLS & ABILITIES

- Posses a pleasant, service-oriented and enthusiastic personality.
- Excellent communication skills.
- Excellent organizational skills.
- Ability to quickly and accurately operate cash register or PC.
- Ability to perform numerical detail work with speed and accuracy.
- Ability to work independently
- Ability to handle multiple work assignments.
- Ability to interact courteously and respectfully with supervisors, fellow employees, volunteers, guests and general public.

EDUCATION REQUIREMENTS

High School degree (or equivalent)

EXPERIENCE REQUIREMENTS

One-year cash handling experience preferred

NOTE: A comparable combination of education, experience or training that would provide the level of knowledge, skills and ability required may qualify an individual

PHYSICAL REQUIREMENTS

- Ability to work alone for long periods
- Ability to remain on feet for long periods of time
- Ability to traverse zoo grounds
- Ability to work in small, confined space
- Ability to work in all weather conditions
- Ability to work with mild cleaning supplies

Ability to do light lifting of boxed merchandise

ADDITIONAL REQUIREMENTS: Available to work all necessary hours, including weekends, holidays, special events and all shifts.

Apply online at <http://www.lpzoo.org/careers>

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Job Title: Social Service Program Planner III - Opt SS

Agency: Human Services

Closing Date/Time: Wed. 12/10/14 5:00 PM Central Time

Salary: \$4,873.00 - \$7,392.00 monthly

\$58,476.00 - \$88,704.00 annually

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC062

Bid ID#: 10-40-75102

Minimum Requirements: Requires knowledge, skill and mental development equivalent to completion of four years college supplemented by a Master's degree. Requires one year experience delivery clinical services in Illinois licensed substance abuse treatment program. Requires one of the following professional credentials or certifications: Clinical certification as a Certified Alcohol and Drug Counselor from the Illinois Alcoholism and Other Drug Abuse Professional Certification Association (IOADAPCA); or licensed professional counselor or licensed clinical professional counselor pursuant to the Professional Counselor and Clinical Professional Counselor Licensing Act (225 ILCS 107); or licensed as a psychologist pursuant to the Clinical Psychology Practice Act (225 ILCS 15); or licensed as a social worker or licensed clinical social worker pursuant to the Clinical Social Work and Social Work Practice. Requires extensive travel. Requires ability to travel. Requires a valid driver's license. Requires the ability to speak, read and write Spanish at a colloquial skill level.

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

JRTC 100 West Randolph Suite 5-600 Chicago, IL 60601

Please submit CMS 100 (revised 08/2014) applications to: Milee Butcher

Bureau of Employee Services / Contractual Rights Hiring Unit

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 SS - Spanish Speaking

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