



Kitchen Manager

As an AMC® kitchen manager you'll ensure the best possible in-theatre dining and entertainment experience available. That's what we do. We're AMC, and we're one of the largest entertainment companies in the world. Right now we're expanding our in-theatre dining locations and need kitchen managers to help run the show. You'll help make sure our in-theatre dining kitchens run smoothly so that guests enjoy their food, beverages and movies. Sound hands on? Here's what we're cooking up:

Assist with daily kitchen operations by focusing on the fundamentals:

- Ensure all menu items are fresh, appetizing and properly prepared
- Provide service that is friendly, helpful and fast
- Maintaining facilities that are clean, safe and in good repair
- Follow recipes to ensure consistent food quality and presentation
- Conduct line checks twice per day to ensure food-safe temperatures and ingredient quality
- Update prep lists to ensure proper amounts of products are always available
- Communicate with cooks to ensure proper assembly of orders within average ticket time
- Monitor portions and presentation on the line while meeting or exceeding production times

Pretty straightforward, huh? We think so. But we're not looking for just anyone. You'll need one year of kitchen experience in a line capacity at a high-volume, high-quality establishment. You'll also have to demonstrate proficiency in kitchen operations and execution. And be ServSafe certified. Possessing relevant knowledge and trends of the food service industry, a culinary degree and H.A.C.C.P. certification would be nice too.

So, think you can follow our recipe? Are you receptive to training and personal development? Do you have effective written and oral communication skills along with strong analytical skills? Are you equally comfortable communicating and working with guests, supervisors, peers, subordinates or vendors? Do you possess computer skills and applicable cooking experience? If you're nodding your head "yes," then apply now!

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

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Job Title: Vocational Instructor - Opt C

Agency: Human Services

Closing Date/Time: Fri. 01/10/14 5:00 PM Central Time

Job Type: Temporary

Location: Cook County, Illinois

Number of Vacancies: 1

Bid ID#: 10-PS Contract-77318

THIS IS A PERSONAL SERVICE CONTRACT (PSC) POSITION

This position provides occupational instruction in Photo shop, Corel Draw, and other graphics software providing both the necessary practical knowledge and marketable work skills to facilitate student entry into employment or self-employment; adapts training materials to structure a lesson plan and provide a systematic course of instruction; evaluates student progress, prepare individual reports and maintain program records.

Minimum Requirements:

Education: Requires two years of practical experience in a variety of graphic software application; i.e., Photoshop, Corel Draw, Corel Paint, Illustrator.

Experience: Requires extensive knowledge of the practical application of graphic software applications; Requires ability to maintain discipline, safety, and an effective learning environment; Requires ability to use the tools, materials, software and hardware associated with graphic software applications and instruct others in their proper and skillful use; Requires ability to prepare reports and evaluate training progress using suitable performance measures; Experience working with people with disabilities preferred.

Work Hours & Location/Agency Contact: TERM OF CONTRACT:
FY'14 (FEBRUARY 1, 2014 - JUNE 30, 2014) PART TIME (80%)
BIDDING CONTACT: DHS/ICRE-ROOSEVELT ATTN: BENJAMIN DAVIS
1950 W. ROOSEVELT RD. CHICAGO, ILLINOIS 60608
312/433-3147 - OFFICE 312/433-3180 - FAX

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 C - General/Multiple Areas

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Job Title: Statistical Research Specialist I

Agency: Employment Security

Closing Date/Time: Tue. 01/07/14 11:59 PM Central Time

Salary: \$3,447.00 - \$4,491.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC062

Bid ID#: RCRA 11443

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of four years college with courses in statistics, computer science, mathematics, economics and related fields. Requires working knowledge of data collection procedures; simple logs and inventory documents. Requires elementary knowledge of the development and application of research design techniques; interpretation of results of statistical applications and the use of data processing equipment for statistical analysis and report generation. Requires ability to apply standard statistical techniques to social and economic data; interpret the results of statistical analysis, perform data collection duties; develop and maintain effective working relationships and communication skills with agency personnel. Requires the ability to use a PC with related software, such as word processing, spreadsheets, and database software.

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

Work location: 33 South State Street Chicago, Illinois

Certified IDES employees must follow the instructions on the internal IDES posting (not NEOGOV instructions). Other certified State employees can send the CMS-100 Employment Application and Notice of Interest in Vacancy Form to:

IL .Dept. of Employment Security

Recruitment & Selection 33 S. State Street, 8th floor Chicago, IL 60603

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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Electrician

Employment opportunities are not currently available for this position. However, Metra solicits and accepts resumes for this position on an ongoing basis in order to recruit and subsequently hire for future anticipated vacancies.

General Responsibilities:

This position maintains electrical equipment on diesel/electric locomotives, self-propelled coaches and passenger railcars including propulsion systems, electronic controls, lighting, generators, battery charging systems, CAB signal systems, heating & air condition systems, and industrial wiring.

Responsible for the safety objectives, goals and program of the organization, ensuring compliance with applicable safety rules and regulations. Promotes safe work practices as well as maintains and fosters a safe work environment.

Performs all other duties as assigned.

Minimum Acceptable Qualifications:

The selected candidate will be a Journeyman Electrician or possess a minimum of four years of experience working on similar equipment.

Must be able to read schematic drawings.

Must be available to work all shifts and work at various locations in the six county metropolitan area.

Other Important Information:

May be subject to random drug and alcohol testing. A background check will be conducted regarding drug and alcohol testing history on candidates who have worked for agencies subject to DOT regulations.

Subject to a physical examination/drug test and background check to verify information regarding education, employment history, vehicle and criminal history.

Only qualified candidates will receive consideration.

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:

E-mail: jobs@metrarr.com

Metra is an Equal Opportunity/Affirmative Action Employer. It is our policy to fill vacant positions with qualified candidates without regard to race, color, sex, religion, national origin, age, or disability, assuming an individual can perform the essential functions of the job with or without accommodation.

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Job Title: Public Service Administrator - Opt 8T

Agency: Human Services

Closing Date/Time: Fri. 01/10/14 5:00 PM Central Time

Job Type: Temporary

Location: Cook County, Illinois

Number of Vacancies: 1

Bid ID#: 10-PS Contract-77322

*** THIS IS A PERSONAL SERVICE CONTRACT (PSC) POSITION ***

This position is responsible for the curriculum development and implementation of the Vocational Training Program at the Illinois Center for Rehabilitation and Education - Roosevelt (ICRE-R). This position will direct the curriculum design and documentation (identification of outcome measures, goals, objectives, learning activities, documentation, evaluation and appropriate teaching interventions) of all training programs, and work with instructors to ensure that classroom design and teaching techniques are appropriate and effective.

EDUCATION: Requires knowledge, skill and mental development equivalent to completion of four years of college, preferably with courses in education, special education, adult-learning, program evaluation and market research. Require prior experience equivalent to three years of progressively responsible administrative experience in a public or private educational/vocational training organization.

EXPERIENCE: Requires extensive knowledge of public administration, principles and practices; Requires extensive knowledge of educational/vocational training programs and service objectives, activities and operational systems; Requires extensive knowledge of staff utilization and employee motivation; Requires extensive knowledge of labor and employment development.

Work Hours & Location/Agency Contact: TERM OF CONTRACT:
FY'14 (FEBRUARY 1, 2014 - JUNE 30, 2014) PART TIME (80%)

BIDDING CONTACT:

DHS/ICRE-ROOSEVELT 1950 W. ROOSEVELT RD. CHICAGO, ILLINOIS 60608
312/433-3147 - OFFICE 312/433-3180 - FAX

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 8T - Teaching Cert Type 75Adm

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Job Title: Rehabilitation Case Coordinator I

Agency: Human Services
Closing Date/Time: Continuous
Salary: \$3,001.00 - \$3,783.00 monthly
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: 10 41 RCC NO OPT

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direct supervision, receives case management instruction necessary for successful coordination of client case records and documents in a field counseling office; performs routine clerical tasks in maintaining client case files, records and documentation pertaining to service delivery activities; follows state, federal and agency rules, regulations, policies, detailed procedures and current operating practices in coordinating client case data; monitors client case status; maintains case files, types case letters and reports; compiles and prepares related case reports as requested.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to the completion of 4yrs of high school. Requires 1 year clerical experience, which must include typing.

Work Hours & Location/Agency Contact: 8:30-5:00pm
Varies Statewide in the Div. of Rehabilitation Services
Contact: Bureau of Employee Services
100 S. Grand Ave. East, 3rd Floor Springfield, IL 62762

Current employees will need to complete and submit a bid form and on line application or CMS100 Employment Application to the address listed above. Non state candidates must 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).

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Job Title: Social Services Career Trainee

Agency: Human Services

Closing Date/Time: Continuous

Salary: \$3,447.00 - \$4,491.00 monthly

Job Type: Full-Time

Location: Statewide, Illinois

Number of Vacancies: 1

Bid ID#: K-HCD Continuous

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direct supervision, receives on the job training for a period for six to twelve months to develop the knowledge, understanding and practical skills needed to manage a public assistance caseload such as Aid to Families with Dependent Children including earned income cases, Medical Assistance No Grant (MANG) including spend down cases, Aid to the Aged, Blind, and Disabled (AABD), Group Care, Food Stamps or other cases; learns to explain work incentive programs and to encourage client participation; learns to assist clients in resolving problems that interfere with work or educational opportunities.

Minimum Requirements:

Requires Bachelor's degree in psychology, sociology, anthropology, social welfare or equivalent educational attainment in related field of social sciences.

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

Contact: Employee Services, HCD

100 South Grand Avenue East, 3rd floor Springfield, IL 62762

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

How to Apply:

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

The masculine terminology used in the title does not designate any preference to gender.

Employment opportunities are not currently available for this position. However, Metra solicits and accepts resumes for this position on an ongoing basis in order to recruit and subsequently hire for future anticipated vacancies.

General Responsibilities:

These positions are responsible for the construction, repair, installation, inspection testing and maintenance of both wayside and grade crossing warning railroad signal systems. Responsible for the safety objectives, goals and program of the organization, ensuring compliance with applicable safety rules and regulations. Promotes safe work practices as well as maintains and fosters a safe work environment. Performs all other duties as assigned.

Minimum Acceptable Qualifications:

Candidates must be experienced, qualified Signalman or Maintainers having completed and successfully passed an Assistant Signalman training course with one year's subsequent experience.

Other Important Information:

Will be subject to random drug and alcohol testing. A background check will be conducted regarding drug and alcohol testing history on candidates who have worked for agencies subject to DOT regulations.

Subject to a physical examination/drug test and background check to verify information regarding education, employment history, vehicle and criminal history.

Only qualified candidates will receive consideration.

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:

E-mail: jobs@metrarr.com

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Family Service Worker

Job ID 2013-5898

Center Effie O. Ellis YMCA Head Start Children Services

Positions 1

Address 10 South Kedzie

Posted Date 12/17/2013

Regular Full-Time Hours per Week 80 Variable Schedule Mon – Fri 8:30am - 5:30pm

Job Summary:

Provides overall coordination of a Family Prime Time program. Supervises staff and organizes fun, safe and quality activity classes for children and their families.

Scope of Responsibilities:

Recruit children for child development programs, determine eligibility, and enroll eligible children; maintain up to date waiting list and prepare all related tracking instruments and reports, as required. Provide assessment of family needs, develop resources, and provide referrals and supportive services to assist families in meeting identified needs; document and report on all social service activity as required. Encourage and support parent development through volunteer opportunities, parent training opportunities, home visits, and through developing and participating in parent development activities and meetings. Provide leadership to the child health, mental health, and disabilities functional areas and to the Family and Community Partnership Content Area, ensuring the provision of appropriate and required services including screening, assessment, testing, treatment, follow up, and transition services to all identified children and/or parents; develop effective working relationships with related and relevant resources. Responsible for the identification and development of resources to meet identified health, social service, mental health, and disabilities service needs. Maintain professionalism in attire and demeanor; observe and respect issues of confidentiality, ethics, best practices of the Early Childhood and Social Work Professions, as well as mandatory reporting guidelines of the Abuse and Neglect Child Reporting Act. Maintain required program records in conformance with YMCA procedures, funding source and program performance standards, and applicable licensing and accreditation standards.

Requirements: Must have a Bachelors Degree in Social Sciences or related field. BSW preferred. Must have some prior experience working with children. Working knowledge of child development/client development preferred

We are proud to be an EEO/AA employer M/F/D/V. Employment is subject to a background check.

Apply online at <https://careers-ymcachicago.icims.com/jobs/5898/family-service-worker/job>

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Member Service Staff

Job ID 2013-5861

Center Rauner

Positions 1

Address 2700 S Western Ave

Posted Date 12/11/2013

Category Membership Services

Type Regular Part-Time Hours per Week 15

Variable Schedule Weekdays, weekends, times vary.

Job Summary:

Provides members and prospective members with information and assistance as it relates to membership, program and other YMCA services. Individual is responsible for providing a high level of customer service to YMCA members, program participants, and guests.

Scope of Responsibilities:

- Provides members with exceptional customer service and promotes YMCA membership and programs.
- Provides information and assistance related to membership rates, programs, services, scholarships and other YMCA amenities.
- Prepares member records and issues Membership I.D. cards and handles all registration/enrollment transactions.
- Answer phones and performs other assignments as needed in appropriate and efficient manner.
- Follows up with prospective members and new members per Association standards
- Provides informative tours to prospective members in accordance with Association tour requirements
- Previous cash handling and sales experience required.
- Additional duties as assigned.

Requirements:

Have some prior experience in member relations/ customer service.

We are proud to be an EEO/AA employer M/F/D/V. Employment is subject to a background check.

Apply online at <https://careers-ymcachicago.icims.com/jobs/5861/member-service-staff/job>

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Job Title: Senior Public Service Administrator - Opt 2A

Agency: Revenue

Closing Date/Time: Sat. 01/18/14 5:00 PM Central Time

Salary: \$4,295.00 - \$12,128.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: TA000

Bid ID#: DOR 8599

Minimum Requirements:

Requires a Bachelor's degree, including 21 semester hours of progressive accounting courses; requires prior experience equivalent to six years of responsible administrative experience in state and/or federal tax auditing. Requires thorough knowledge of the various tax laws, rules, regulations, court decisions and other acts administered by the Department; requires thorough knowledge of auditing methods, procedures and techniques; requires extensive knowledge of the Federal Income Tax Act and the ability to relate its provisions to specific issues; requires ability to develop and manage a major agency program; requires ability to travel extensively, access to an automobile and possession of a valid, appropriate driver's license.

Work Hours & Location/Agency Contact: Work Hours: 8:30 A.M. – 5:00 P.M.

Work Location: Audit/Sales Tax 100 Randolph St. Chicago, IL (Cook County)

Agency Contact: A & R Shared Services Center

101 West Jefferson St. WIB Mail Code 5-110 Springfield, IL 62702

Phone: 217-782-6239 / FAX: 217-782-9925

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 2A - Revenue Audit Field Manager

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Assistant Conductor

Qualified applicants must possess at least one of the following requirements to proceed to the assessment/interview process: High School Diploma or GED and a minimum of two (2) years of train service experience with a railroad; OR 60 college level credit hours from an accredited college or university and must pass a preliminary operating rules assessment; OR Minimum of two (2) years of active Metra employment, with operating rules qualification or minimum of two (2) years of active Metra employment and must pass a preliminary operating rules assessment; OR Minimum of two (2) years of active duty Military service and must pass a preliminary operating rules assessment.

No assessments or interviews will be scheduled until all official documentation is received, which includes, proof of eligibility (college, military or previous experience) AND letters of recommendations. Must submit a copy of your college transcripts and/or diploma (if applicable); OR Must submit Military DD Form 214 (if applicable); AND Must provide three (3) letters of character and/or work-related letters of recommendations.

The interview process will evaluate the candidate's ability to: Be a self- starter; able to work independently; and have an excellent work record; Be on 24-hour call (which includes working any District and any shift within the Metra region which could require traveling long distances with two (2) hours notice); and Deliver excellent customer service with detail to handling cash transactions. Selected applicants will be assigned to a training course of approximately twelve (12) weeks. Successful completion of the training course is mandatory in order to work as an Assistant Conductor. Failure to complete the course may result in termination of employment with Metra.

Other Important Information: External candidates are subject to a physical examination/drug test, verification of a valid driver's license and background check to verify information regarding education, employment and criminal history. This position is subject to random drug and alcohol testing. A background check will be conducted regarding drug and alcohol testing history on candidates who have worked for agencies subject to DOT regulations. Only qualified candidates will receive consideration. Relocation is not available for this position.

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

If you are interested in being considered for the Assistant Conductor position, please send all of the above requested documentation to: Email: jobs@metrarr.com

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Fleet Maintenance Coordinator

Summary of Duties:

Reporting directly to the Manager, Fleet Maintenance, the Fleet Maintenance Coordinator oversees the maintenance and repairs of corporate owned and leased support vehicles. Reviews and prepares vendor invoices, receivers, and purchase orders for payment. Maintains work log of vehicle history and maintenance files. Works with end-user departments and approved vendors to provide maintenance and repair services to corporate owned and leased support vehicles. Updates and maintains support vehicle maintenance tracking database. Reviews and schedules support vehicles for federal, state, local and FRA safety inspections, including field audits for compliance.

Minimum Acceptable Qualifications

Associates degree in Applied Sciences, Automotive Services or related discipline OR in lieu of degree, any combination of education and experience in customer service, automotive service writer, fleet maintenance management and repair expense management that equals two (2) years. Familiarity with fleet maintenance programs preferred. Railroad transportation industry experience preferred.

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

Subject to a physical examination/drug test and background check to verify information regarding education, employment history, vehicle and criminal history. Only resumes with salary history will be considered. Only qualified candidates will receive consideration. 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:

E-mail: jobs@metrarr.com

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Concessionist

As a concessionist at AMC® you'll sell fresh, appetizing and properly prepared food and beverage items to our guests. And smile a lot because, hey, you work in the movies. You'll also maintain the cleanliness of the concession area and work fast as most concession sales occur 15 minutes prior to showtime. What's a job without a little pressure, right?

Feast your eyes on your soon-to-be responsibilities:

- Make certain guest service is friendly, helpful and fast
- Pop popcorn, pour drinks and serve hot dogs, MovieNachos®, pretzels, yogurt and other specialty items
- Greet guests, assemble food orders, operate point-of-sale terminals and make accurate change
- Transport bags of raw popcorn, cans/boxes of seasoning oil, syrup boxes, buckets of ice and other stock
- Maintain cleanliness of entire concession stand including cooking equipment, counters, shelves, glass display cases, condiment areas, preparation areas and stock rooms
- Perform daily concession maintenance duties
- Answer questions from guests and resolve any concerns
- Assist with other functions as instructed by the General Manager
- Uphold AMC's high standards and deliver entertaining company-wide programs

As a concessionist at an AMC theatre, you'll also be required to demonstrate:

- Proficient guest service, administrative and follow-up skills
- Comfortable communication and cooperation with guests, supervisors, peers, subordinates, vendors or partners
- Standing, walking, lifting, twisting and bending on a frequent basis
- Capability to communicate and work effectively with guests in a high-volume setting
- Good verbal communication skills as well as math and cash-handling skills
- Ability to meet tight deadlines under minimal supervision

At AMC, we live in a team-based culture where a take-charge approach exists at all levels. We expect that from you, too. We also offer continuous training and development programs, highly competitive compensation with performance-driven bonuses and excellent benefits including free movie passes and a 401(k) plan. If working in the entertainment world, delivering superior customer service and having fun matter to you, apply online today at

<https://www.amctheatres.com/careers/theatre-crew/concessionist>

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Labor Relations Coordinator

Summary of Duties: The Labor Relations Coordinator has general responsibility for the efficient operation of the Labor Relations department. The position provides support to the Directors and Senior Director for arbitration, negotiations, generates reports based on internal records and through external resources, audits and takes corrective action to the dispute tracking and reporting system, coordinates activities of the Labor Management Committee system, manages the grievance tracking system by determining the appropriate category of dispute, handles all travel arrangements, scheduling meetings and is responsible for payroll.

Minimum Acceptable Qualifications: Bachelor's degree in labor relations, human resources management, public administration or related discipline OR in lieu of degree, any combination of education and/or work experience in labor relations, human resources management, public administration, equal to four (4) years. Three years or more experience with labor relations administration experience that includes contractual arrangements, regulatory application and interpretation is preferred. Proficiency in Microsoft Office with an emphasis in Word, Outlook, Excel, and Access. Ability to interpret contractual arrangements so as to respond to base level interpretation of Collective Bargaining Agreement to internal and external customers. Must have the ability to multi-task in a high-pressure environment.

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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E-mail: jobs@metrarr.com

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Swim Instructor

Job ID 2013-5301

Center Lattof# Positions 2

Address 300 E Northwest Hwy

Posted Date 12/17/2013 City Des Plaines

Category Aquatics State IL

Type Regular Part-Time Hours per Week 8-10

Variable Schedule varies

Job Summary:

To provide swim lessons for participants in coherence with YMCA standards.

Scope of Responsibilities:

- Effectively design and plan curriculums for all levels and populations as outlined by the standards of the YMCA.
- Prepare progressive lesson plans which will enhance the experience of program participants.
- Record and maintain attendance records. Set up facility or equipment, and store equipment upon completion of class.
- Accurately complete all administrative duties relating to swim lessons i.e. skill sheets, progress reports, etc.
- Enforce aquatic rules and policies by maintaining constant surveillance of class participants.
- Act as a Primary Responder in case of injury, accident, or illness in pool area and provide backup to lifeguards as needed in emergencies and crowd control.
- Attend staff meetings.
- Report injuries and complete required forms.
- Immediately notify a supervisor of any broken equipment or unsafe aspects of the pool. •Perform other duties as assigned by supervisor.

Requirements: Must have some prior experience. YMCA Swim Lessons or ARC Water Safety Instructor, CPR, First Aid, AED and Oxygen certification Preferred. Must be able to read, write, and perform basic math for class preparation.

We are proud to be an EEO/AA employer M/F/D/V. Employment is subject to a background check.

Apply online at <https://careers-ymcachicago.icims.com/jobs/5301/swim-instructor/job>

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Category Analyst

Date: Dec 27, 2013

Location: Schaumburg, IL, USA

Great opportunity to join the Pepsi-Cola Beverage team, providing category analysis and action plans for the development of major customers. Support of a diverse portfolio of PepsiCo beverage products, competitive CSD and Non-Carbonated brands. This is an excellent position for a seasoned Analyst in the CPG industry looking to work with a world class category management team.

- Create customized retailer specific selling stories leveraging all available selling materials & enablers provided by HQ.
- Contribute to innovation sell-in by presenting consumer/category story and retailer SKU optimization recommendations.
- Create shared scorecarding with the retailer to measure results .
- Analyze & present post-promotion analyses for retailer, quantifying impact to brand and category.
- Teamwork is essential in this role, as this person will work very closely with the account call lead, other supporting bottlers in the retailers area, as well as the retailer
- Drive brand and category growth by implementing best-in-class solutions .
- Technical Skills: highly Excel and PowerPoint proficient, database knowledge a plus, solid knowledge of Syndicated POS and Consumer data (IRI/Nielsen) platforms .
- Soft skills: Comfortable presenting ideas and concepts to groups of varying seniority and levels within an organization ; ability to contribute in a cross-functional team environment .
- Knowledge of DSD and/or Beverage Industry preferred.

Qualifications:

- 1-3 years experience in analyzing and interpreting data and project management experience
- Strong analytical skills: ability to link strategies and objectives to develop a plan
- Excellent communication skills: ability to send and receive information clearly and concisely
- Strong planning/organizing skills: capable of managing major projects simultaneously
- Need thorough understanding of IRI/Nielsen syndicated data, Space Management software (e.g. JDA ProSpace) and other C&G industry data sources (e.g. NPD panel, ShopperSights, etc.).

Equal Opportunity Employment M/F/D/V

Ref: 39564BR

Apply online at <http://careers.pepsico.com/job/Schaumburg-Category-Analyst-IL-60159/34315200/>

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Marketing Manager, Innovation

Date: Dec 24, 2013

Location: Chicago, IL, USA

Quaker is looking for a strong marketer to lead the creation of the long term innovation strategy and pipeline execution for our Golden Grains/AJ/LS business and assist in driving the overall Golden Grains/AJ/LS agenda for 2014 and beyond. Key responsibilities for this position:

- Lead innovation strategy through partnership with base brands positioning
- Partner with consumer insights to develop consumer research plans to test and optimize new product innovation from conception through launch
- Lead cross-functional teams across all stages in identifying, chartering, developing and launching new products to support the Golden Grains/AJ/LS business strategy
- Lead development of business opportunity and financial feasibility for innovation
- Partner with R&D and supply chain to develop and commercialize offerings
- Work with sales to develop sales story and MAPS strategy (merchandising, assortment, Pricing, and Shelving)
- Collaborate with, engage, and influence key stakeholders and key cross-functional leadership (including Quaker Leadership Team) to gain alignment to launch
- Work with base and cross-functional counterparts to develop the in-market launch plans for innovation approved for launch and/or incubation

Qualifications: •Bachelor's degree required; MBA preferred •2-3 years experience in marketing, innovation, strategy; experience with consumer packaged goods innovation preferred •Creative thinker and problem solver with a passion for innovation •Demonstrated ability to develop and cultivate relationships and lead cross-functional teams •Excellent multi-tasking, project management, and prioritization skills •Excellent written and oral communication skills •Ability to read and analyze financials, consumer research, and syndicated data and trends, and synthesize data into compelling insights •Able to creatively prioritize in limited resource environment •Must be willing and able to travel up to 5%of the time

Equal Opportunity Employment M/F/D/V

Ref: 39452BR

Apply online at <http://careers.pepsico.com/job/Chicago-Marketing-Manager%2C-Innovation-IL-60290/34130400/>

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Manager

As an AMC theatre manager you'll ensure the best possible out-of-home entertainment experience available. That's what we do. We're AMC®, and we're one of the largest entertainment companies in the world. You'll be in charge of making sure the theatre runs smoothly so that every single guest enjoys the show, managing theatre associates and maintaining an environment that provides superior customer service. Sound hands on? It is.

Ensure successful daily theatre operations by executing the following fundamentals:

Providing service that is friendly, helpful and fast
Maintaining facilities that are clean, safe and in good repair
Providing an experience that is comfortable, distraction-free and picture-perfect
Serving fresh, appetizing and properly prepared food and beverages
Encourage associates to maximize their personal growth and development by:

Guaranteeing associates meet and exceed guest-service standards
Ensuring proper staffing in each area of the theatre
Performing daily opening and closing operational duties
Reviewing financial numbers on a regular basis and make operations adjustments, as necessary
Overseeing an individual theatre department, as assigned by theatre General Manager
Pretty straightforward, huh? We think so. But we're not looking for just anyone. Do you have what it takes?

Receptive to training and personal development
Effective written and oral communication skills along with strong analytical skills
Equally comfortable communicating and working with guests, supervisors, peers, subordinates or vendors
Possess computer skills and applicable work experience

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

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Passenger Railcar Mechanic (Carman)

The masculine terminology used in the title does not designate any preference to gender.

Employment opportunities are not currently available for this position. However, Metra solicits and accepts resumes for this position on an ongoing basis in order to recruit and subsequently hire for future anticipated vacancies.

General Responsibilities:

This position will maintain and repair commuter rail cars, including spray painting, upholstery, welding, (SWA, MIG, TIG). May operate heavy metal fabricating machinery. Will test and overhaul air brakes. Responsible for the safety objectives, goals and program of the organization, ensuring compliance with applicable safety rules and regulations. Promotes safe work practices as well as maintains and fosters a safe work environment. Performs all other duties as assigned.

Minimum Acceptable Qualifications:

Qualified candidates will possess a Journeyman's card in the Brotherhood of Railroad Carman or possess a minimum of three (3) years of experience performing the work of a Railroad Car Repair Mechanic (Carman), preferably with a railroad.

Other Important Information:

Subject to a physical examination/drug test and background check to verify information regarding education, employment history, vehicle and criminal history.

Only qualified candidates will receive consideration.

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:

E-mail: jobs@metrarr.com

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