



Sales Unit Manager / PEPSI

Kankakee, Illinois

Sales

This position contributes to the success of the Pepsi Beverages Company by leading the sales and distribution strategy for a regional distribution center. This broad leadership role encompasses sales, customer service and marketing equipment and warehousing operations.

Major Tasks, Key Responsibilities and Key Accountabilities:

Maximize volume and revenue in a defined area in a direct store delivery go-to-market environment

Cultivate strong relationships with key customers in the region

Activate local and national marketplace initiatives and promotions to build brand development and maximize brand performance

Coach and lead a team of sales professionals and frontline employees on selling and display execution and merchandising standards

Effectively lead overall warehouse operations through consistent product availability, warehouse productivity, inventory, asset preservation and reliability and cost reductions efforts

Develop, motivate and lead a large team of employees

Ensure the team delivers volume and revenue results while managing costs

Education and Certifications:

Bachelor's degree

MBA or Master's degree preferred

Work Experience

Minimum of 5 years of people leadership, preferably in a sales environment

Consumer packaged goods experience in a direct store delivery environment

Skills & Capabilities

Ability to work a flexible schedule including early mornings, evenings and/or weekends

Apply online at <http://www.pepsicojobs.com/job-detail?slug=42307BR&cult=en-US,en-US>

4800 W. Chicago Avenue, Chicago, Illinois 60651
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Manager, Guest Experiences

Department: Guest Experiences

Status: Full Time

The Manager, Guest Experiences will be responsible for co-leading 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 and will report directly to Director of Guest Experiences.

Qualifications

The Manager, Guest Experiences requires superior analytical, attention to detail, written and verbal communications skills, and exceptionally good professional judgment.

Required qualifications are as follows:

Master's degree in science-related field or equivalent, preferred

Four to ten years of related experience and/or training; or equivalent combination of formal and informal science education and experience

Six to ten years of strong management experience, including team management and project management skills

Theater experience or strong familiarity with improvisation important

Demonstrated successful collaboration experience and negotiating skills

Ability to coach team members on guest engagement strategies, performances, and in using inquiry based methodologies

Excellent verbal, written communication skills

Positive demeanor with solution focus and creative problem solving skills

Demonstrated ability 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/>

The Museum of Science and Industry is an AA/EOE/ADA employer.

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Job Title: Diesel Mechanic

Requisition Number: 29789

Job Category - Department: Technicians/Service Employees

Employee Group: Regular - Full Time

Relocation: No

Travel Requirement: 0%

Work City: Saint Charles

Work State: Illinois

Work Zip: 60174

Position Description:

This is a Preventative Maintenance Mechanic position that will be responsible for performing Preventative Maintenance inspections and repairs, air and hydraulic brake repairs, tire repairs, warranty procedures and other duties as assigned.

In addition, the Tech II will assist other Technicians in repairs and will be expected to comply with Safety and EPA procedures and continue to learn additional mechanical duties such as diagnosis and internal engine and transmission repairs.

Requirements: •18 years of age or older

•Must be able to read codes and instructions on the computer

•Must be able to document repairs on the computer

Additional Requirements: •High School Diploma or GED equivalent preferred

•Must have a Valid Driver's License and the ability to meet Ryder's driving qualifications

•2 years of proven Preventative Maintenance, tire and brake experience on medium to heavy-duty vehicles (or equivalent educational degree or certificate in Diesel Technology) •Ability to work flexible schedules including shift work, weekends, holidays and on-call rotations for roadside assistance

•Possess at minimum a basic set of hand tools

Internal Candidates: Ideal candidate will have a minimum of 6 months in their current position and possess a record of good performance, attendance, safety and teamwork.

Responsibilities: Will perform preventative maintenance on medium to heavy duty vehicles and possibly light duty or industrial equipment.

Ryder is proud to be an Equal Opportunity Employer and Drug Free workplace.

Apply online at <http://www.ryder.com/career/opportunities/technicians.aspx>

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Hitch Professional

U-Haul Moving Centers
U-Haul of Des Plaines
1560 Mt Prospect Rd
DES PLAINES , IL

Description: Be familiar with and able to recommend, sell, and install complete towing packages according to manufacturers' specifications while using good mechanical practices. Position requires a valid driver's license and maintain a good driving record to operate motor vehicles with both types of transmission (automatic or standard).

Work Status: Moonlighter/Part-Time

Hours Needed: (These hours may change based on business needs)

Sun - 8am to 5pm Mon - 4pm to 7pm

Tue - NA Wed - NA Thu - NA

Fri - 4pm to 8pm Sat - 4pm to 7pm

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=128583&mode=

Department Secretary

Department: OUTPATIENT REHAB
Schedule: Registry
Shift: Days

Job Details: Reporting to the Manager of Rehabilitation Services provides secretarial and clerical support at the front desk/reception area. Services include: greeting patients/visitors, answering the phones, taking and delivering messages, scheduling patients, entering patient charges and scheduling interpreting services.

JOB SPECIFICATIONS: Six (6) months to one (1) year of previous office/secretarial experience. A High School Diploma or its' equivalent including coursework in typing and office practices. The analytical ability to prepare and process documents and to maintain records with very proficient typing and secretarial skills.

A high level of interpersonal skills in order to communicate effectively with various levels of hospital staff and other persons outside of the hospital. Strong understanding of insurance requirements for therapy services, including Worker's Compensation, HMO and Medicare. Experience with spreadsheet and word processing software. Previous experience with Microsoft Excel and Word highly desirable.

Apply online at

https://www.healthcaresource.com/unityhealth/index.cfm?fuseaction=search.jobDetails&template=dsp_job_details.cfm&cJobId=979749

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Storage Facility Housekeeper

U-Haul Moving Centers
U-Haul Moving & Storage of Lincoln Park
1200 W Fullerton Ave
CHICAGO , IL

Description: Responsible for cleaning storage units, hallways, restrooms, elevator and other areas of the facility. Will sweep, vacuum and mop. Must empty waste cans and remove trash to designated trash bins. Responsible for maintaining/stocking cleaning supply inventory records and request new supplies as needed. Prior cleaning service or custodial experience is preferred.

Work Status: Moonlighter/Part-Time

Hours Needed: (These hours may change based on business needs)

Sun - 6am to 9pm

Mon - 6am to 9pm

Tue - 6am to 9pm

Wed - NA

Thu - NA

Fri - NA

Sat - NA

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=125455&mode=

SCHEDULER, OTHER

Department: PRE REGISTRATION (FINANCIAL CLEARANCE CENTER)

Schedule: Full Time

Shift: Days

Job Details:

Performs all scheduling and registration functions; verifies eligibility for insurance benefits (Medicare, Medicaid, and MHP); initiates certification; obtains authorization prior to providing services as required by insurance carrier; and assists patients in obtaining financial counseling. High School Diploma; 2 years registration, collection or financial counseling experience, or scheduling experience; proficient in healthcare billing, registration or collections; and bi-lingual Spanish speaking required.

Apply online at

https://www.healthcaresource.com/unityhealth/index.cfm?fuseaction=search.jobDetails&template=dsp_job_details.cfm&cJobId=429248

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Job Title: Rehabilitation Counselor

Agency: Human Services

Closing Date/Time: Fri. 03/07/14 4:00 PM Central Time

Salary: \$4,077.00 - \$6,096.00 monthly

Job Type: Full-Time

Location: Kane County, Illinois

Number of Vacancies: 1

Plan/BU: RC062

Bid ID#: EMHC-14-0703

Description of Duties/Essential Functions Benefits Supplemental Questions
Interviews patients to assess vocational needs and potential; functions as a member or coordinator of a treatment team; develops rehabilitation plans and treatment plans; applies principles, methods and techniques of rehabilitation and therapeutic counseling; uses available resources and programs to prepare residents to seek and secure employment and ensure linkage after discharge to facilitate ease of readjustment to the community.

Minimum Requirements:

Requires a Master's Degree with major coursework in rehabilitation, counseling, guidance, psychology or a closely related field. Requires one year professional experience in vocational rehabilitation counseling.

Work Hours & Location/Agency Contact: Shift: 8am - 4pm

Location: Elgin Mental Health Center; Community Psychiatric Services (Hinton Unit)

CONTACT INFORMATION

Human Resource Office

Elgin Mental Health Center 750 S State St., Elgin, IL 60123 Fax: 847-429-4933

Email Address for Questions Only: SUE.COOLEY@illinois.gov - DO NOT SUBMIT BIDS OR APPLICATIONS TO THIS EMAIL ADDRSS

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: Senior Public Service Administrator - Opt 2A

Agency: Revenue

Closing Date/Time: Thu. 03/06/14 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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Job Title: Truck Driver, Class A - Full Time - Home Daily/Flatbed- Bolingbrook, IL

Requisition Number: 30438
Job Category - Department: Drivers
Employee Group: Regular - Full Time
Relocation: No
Travel Requirement: Driver
Work City: Bolingbrook
Work State: Illinois
Work Zip: 60440

Position Description: As a driver, you're important everywhere you go. Businesses and customers are excited to see you. You help companies get their products to the people who need them. And when you drive a Ryder Truck, you play an important part in keeping the economy moving. People around the world rely on you everyday to keep their businesses running smoothly.

Ryder drivers earn excellent money, get paid weekly and enjoy a great benefits package which includes medical, dental, prescription and vision insurance, 401(k), discount employee stock purchase program, credit union and much more. If you are ready to take the next step in your career, we invite you to apply today.

Requirements: •Must be a minimum of 22 years of age •9 months verifiable driving experience •Valid Class A CDL •Ability to meet Ryder's driving qualifications
Additional Requirements: •Home Daily / M – F •Estimated average earnings of \$52K+ per year and \$200+ daily •Local/Regional work (Bolingbrook, Chicago, Milwaukee, Oshkosh) •Dedicated routes •Flatbed experience preferred •Ability to follow written and/or oral instructions •Ability to read, interpret and apply laws, rules, regulations policies and/or procedures

Responsibilities: This position is primarily responsible for safely driving a commercial vehicle and requires compliance with safety & DOT Regulations, continuous training and customer service.

Additional Responsibilities include but are not limited to:

- Ensuring compliance with applicable federal and/or state laws, regulations, and/or agency rules, standards and guidelines
- Detecting and eliminating or minimizing safety hazards
- Maintaining accurate records and logs
- Loading/Unloading freight or assisting in the loading/unloading of freight if required by customer
- Other tasks as assigned

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Apply online at <http://www.ryder.com/career/opportunities/drivers.aspx>

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Job Title: Stationary Engineer

Agency: Central Management Services

Closing Date/Time: Tue. 03/04/14 5:00 PM Central Time

Salary: \$7,743.00 - \$7,743.00 monthly Job Type: Full-Time

Location: Cook County, Illinois Number of Vacancies: 1

Plan/BU: PR000 Bid ID#: CMS 7939

Minimum Requirements: Requires knowledge, skill and mental development equivalent to the completion of eight years of elementary school and four years experience in power plant operation and in firing high-pressure stationary boilers. Requires stationary engineer license certificate for the City of Chicago. Requires Chlorofluorocarbon (CFC) Certification or ability to obtain certification. Requires working knowledge of the principles, practices and techniques used in the operation of high-pressure coal, gas or oil fired boilers and their auxiliaries. Requires elementary knowledge of the operation of electrical generating equipment. Requires the ability to keep simple records. Requires ability to follow oral and/or written instructions. Requires the ability to perform various tasks such as lifting and moving equipment/machinery up to 50 pounds (up to 100 pounds with assistance); requires the ability to operate hand and power tools; requires ability to perform repairs and maintain equipment and machinery; requires the ability to handle chemicals in the maintenance of systems. Requires an appropriate, valid driver's license and/or an ability to travel. Requires working rotating shifts, including weekends and holidays. Requires ability to utilize agency supplied equipment (i.e., cell-phone, blackberry, pager, etc.).

Work Hours: Position works weekends and holidays. Shifts may rotate.

12:00am - 8:00am: Thursday, Friday

4:00pm - 12:00am: Saturday, Sunday, Monday Off: Tuesday, Wednesday

Central Management Services/Property Management/Facilities Chicago Region

JRTC - 100 West Randolph Street Chicago, IL Cook County

Agency Contact: A & R Shared Services Center

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

Phone: 217-558-0962, FAX: 217-782-9925

How to Apply: This position is not subject to Central Management Services (CMS) testing procedures; therefore, no application needs to be submitted to CMS, Division of Examining and Counseling, for grading. All interested applicants must submit a CMS-100 employment application directly to the Agency Contact listed above prior to the end of the posting period. 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

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: Truck Driver, Class A - Full Time - Home Daily / Flatbed - Melrose Park, IL

Requisition Number: 29422
Job Category - Department: Drivers
Employee Group: Regular - Full Time
Relocation: No
Travel Requirement: Driver
Work City: Melrose Park
Work State: Illinois
Work Zip: 60160

Position Description: As a driver, you're important everywhere you go. Businesses and customers are excited to see you. You help companies get their products to the people who need them. And when you drive a Ryder Truck, you play an important part in keeping the economy moving. People around the world rely on you everyday to keep their businesses running smoothly.

Ryder drivers earn excellent money, get paid weekly and enjoy a great benefits package which includes medical, dental, prescription and vision insurance, 401(k), discount employee stock purchase program, credit union and much more. If you are ready to take the next step in your career, we invite you to apply today.

Requirements: •Must be a minimum of 22 years of age •9 months verifiable driving experience •Valid Class A CDL •Ability to meet Ryder's driving qualifications

Additional Requirements: •Home Daily / Monday thru Friday •Estimated average earnings of \$43-52K+ per year •Transporting steel - local Chicago deliveries - multiple stops •Dispatch at about 7am •Flatbed Experience Preferred •Ability to follow written and/or oral instructions •Ability to read, interpret and apply laws, rules, regulations policies and/or procedures

Responsibilities: This position is primarily responsible for safely driving a commercial vehicle and requires compliance with safety & DOT Regulations, continuous training and customer service.

Additional Responsibilities include but are not limited to: •Ensuring compliance with applicable federal and/or state laws, regulations, and/or agency rules, standards and guidelines •Detecting and eliminating or minimizing safety hazards •Maintaining accurate records and logs •Loading/Unloading freight or assisting in the loading/unloading of freight if required by customer •Other tasks as assigned

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Job Title: Support Service Worker - Housekeeping

Agency: Veterans Affairs
Closing Date/Time: Continuous
Salary: \$2,647.00 - \$3,570.00 monthly
Job Type: Full-Time
Location: Kankakee County, Illinois
Number of Vacancies: 1
Plan/BU: RC009
Bid ID#: 34-50-14-cont.

Description of Duties/Essential Functions Benefits Supplemental Questions

Under direct supervision performs necessary institution housekeeping duties required to maintain cleanliness and a sanitary environment within all assigned buildings on the grounds, to meet all health and safety requirements. Cleans areas outside confines of building, but designated as complement of building such as walks, ramps, docks, porches and furniture and ash receptacles located on same. Sends linens and clothing to laundry and distributes upon return; keeps records and inventories of same. Reports building equipment shortages and necessary repairs to supervisor; cleans rugs and blinds.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of high school supplemented by six (6) months experience in the housekeeping field. Requires working knowledge of routine housekeeping tasks. Requires skill in the basic operation of machinery and equipment found in the assigned area.

Work Hours & Location/Agency Contact: Various Shifts and Schedules
IL Veterans' Home 1 Veterans' Drive Manteno, Illinois 60950
Contact: Jeri Gulli
Phone: 815/468-6581 ext 328 Fax: 815/468-1596

How to Apply:

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

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Job Title: Workers Compensation Insurance Compliance Investigator

Agency: Insurance

Closing Date/Time: Wed. 03/05/14 5:00 PM Central Time

Salary: \$4,777.00 - \$7,247.00 monthly

Job Type: Full-Time Location: Cook County, Illinois

Number of Vacancies: 4

Plan/BU: RC062 Bid ID#: DOI 8592

Minimum Requirements:

Requires a bachelor's degree or the knowledge, skill, and mental development equivalent to the completion of four years of college, preferably with coursework in political science, criminal justice, public or business administration, accounting or a related field. Requires five years experience in insurance or utility complaint investigations, civil or criminal investigations, or comparable investigatory experience. Prefers ten years of law enforcement experience with at least five years experience conducting investigations, including investigations of financial crimes. Requires thorough knowledge of effective investigative methods, techniques and procedures. Prefers experience and training regarding interviews and interrogation. Requires thorough knowledge of court procedures, practices and rules of evidence. Requires working knowledge of legal and medical terminology. Requires ability to compile and summarize data and prepare records and reports in a clear and concise format. Prefers experience preparing reports for use in criminal prosecutions. Requires ability to observe and record facts accurately about persons, objects, and events. Requires ability to establish and maintain effective working relationships with professional and lay groups, state and local government officials, employers and the general public. Requires possession of an appropriate valid driver's license or the ability to travel.

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

Work Location: DOI/Workers Compensation Fraud/Enforcement

122 S. Michigan Avenue Chicago, IL (Cook County)

Agency Contact: A & R Shared Services Center

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

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

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: Truck Driver, Class A - \$1,000 Sign On Bonus - University Park IL

Requisition Number: 30550

Job Category - Department: Drivers

Employee Group: Regular - Full Time

Relocation: No

Travel Requirement: Driver

Work City: University Park

Work State: Illinois

Work Zip: 60466

Position Description: As a driver, you're important everywhere you go. Businesses and customers are excited to see you. You help companies get their products to the people who need them. And when you drive a Ryder Truck, you play an important part in keeping the economy moving. People around the world rely on you everyday to keep their businesses running smoothly.

Ryder drivers earn excellent money, get paid weekly and enjoy a great benefits package which includes medical, dental, prescription and vision insurance, 401(k), discount employee stock purchase program, credit union and much more. If you are ready to take the next step in your career, we invite you to apply today.

Requirements: •Must be a minimum of 22 years of age •9 months verifiable driving experience •Valid Class A CDL •Ability to meet Ryder's driving qualifications

Additional Requirements: •\$1,000 Sign On Bonus •Weekends Off, Home Multiple times Weekly •Estimated Average \$60K+ yearly •Regional work •Flatbed transporting steel tubes / Strapping and Tarping required •Ability to follow written and/or oral instructions •Ability to read, interpret and apply laws, rules, regulations policies and/or procedures

Responsibilities: This position is primarily responsible for safely driving a commercial vehicle and requires compliance with safety & DOT Regulations, continuous training and customer service.

Additional Responsibilities include but are not limited to:

•Ensuring compliance with applicable federal and/or state laws, regulations, and/or agency rules, standards and guidelines •Detecting and eliminating or minimizing safety hazards •Maintaining accurate records and logs •Loading/Unloading freight or assisting in the loading/unloading of freight if required by customer •Other tasks as assigned

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Transporter

Department: Transportation Services

Schedule: Full Time

Shift: Evenings

Job Details: Responsible for the safe, courteous movement of people and equipment within the hospital.

JOB QUALIFICATIONS

1. High school diploma preferred.
2. One year experience in patient contact in a hospital and/or healthcare facility.
3. Ability to read, write, and speak English.
4. Knowledge of personal computers

Apply online at

https://www.healthcaresource.com/unityhealth/index.cfm?fuseaction=search.jobDetails&template=dsp_job_details.cfm&JobId=232524

CALL CENTER SUPERVISOR

Department: Telecommunications

Schedule: Full Time

Shift: Days

Job Details: 3-5 years experience is required

Reporting to the Manager of the Telecommunications Department and working under general supervision is responsible for out the Customer Service Department Mission of providing Unrivaled Client Satisfaction to those who use our services.

JOB SPECIFICATIONS:

A minimum of three (3) years of supervisory or leadership experience with clerical staff. Previous experience in a healthcare or managed healthcare environment preferred.

Display proficiency in use of all Microsoft Office products. The level of knowledge normally acquired through the completion of a Bachelor's degree in Business.

Demonstrated understanding of all hardware and software components related to the Paging/Answering System. Maintain the calendar on the MacNeal Health Networks' standard computer software.

Apply online at

https://www.healthcaresource.com/unityhealth/index.cfm?fuseaction=search.jobDetails&template=dsp_job_details.cfm&JobId=370093

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Driver - Relief Schedule (Full Time/Days)

Elk Grove Village, Illinois
Manufacturing and Production

Position fills in for delivery drivers who are not available for their shifts (due to vacation, illness, etc.). Routes for the relief driver typically change day to day. Position delivers products to stores on an established or contingency route or via dynamic dispatch to customers including convenience and gas stores, small supermarkets, drug stores, across a wide variety of weather conditions. Drives the delivery vehicle to a location, unloads and brings products into the store. Is responsible for ongoing rotating and stocking of products on store shelves, displays, vending equipment, and in coolers. Builds small displays and sets up promotional materials such as pricing signs and banners. Generates invoices and is responsible for daily settlement of cash and charges. Has frequent interaction with store management. This position is labor intensive, requires lifting, loading and pushing/pulling cases ranging from 20-45 pounds per case repeatedly during work hours. It also requires reaching, squatting, and bending while delivering and merchandising products in the store.

PRIMARY ACCOUNTABILITIES:

- Deliver products and execute all promotions
- Service all scheduled customers by the end of shift
- Merchandise all accounts to local standards
- Follow DOT regulations
- Establish positive working relationships with primary contact at each account
- Regular, reliable, predictable attendance

BASIC QUALIFICATIONS: • 21 years or older • Valid CDL or Valid CDL Permit • Pass the required drug test and physical capabilities test (if applicable) • Pass the required background checks • Pass DOT physical and DOT Road Test

HELPFUL EXPERIENCE: • Operating trucks requiring a CDL license (e.g., performing basic functions like driving forwards, driving backwards, maneuvering in tight spaces, etc.) • Merchandising products (e.g., filling shelves, building displays, making products look attractive on shelves, rotating product, cleaning shelves, or eliminating out of stocks and out of date products, etc.) • Operating equipment (e.g., pallet jacks, hand trucks, breakdowns, etc.)

Equal Opportunity Employment M/F/D/V

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Part-Time Servicer (6)

Location: Markham

Office: Revenue Services

Department: Maintenance

Job Description:

Under the direction of the Superintendent of Maintenance, or designate, responsible for maintaining proper fluid levels and for fueling company vehicles, while accurately recording both.

Must operate and service washrack/cleaner, empty farebox vaults, take farebox readings and park/spot equipment, as directed.

Responsible for completing all required documents and reports for work performed. Other duties as assigned or required.

NOTE: This is a bargained for position (Union) and is in accordance with the Collective Bargaining Agreement.

Qualifications:

Qualified candidate must be 21 years of age and have, or be able to obtain, a valid class "B" Commercial Driver's License with Passenger and Airbrake endorsements, have knowledge of service area and the ability to operate all company equipment.

The performance of these duties may be required at any time of the day and night, any day and night of the week.

Qualified candidate must be capable of heavy lifting.

This is a safety sensitive position.

Qualified candidate must have a good work history.

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Job Title Building Operating Engineer

Location Chicago, IL, US

Job Type Full - Time Temporary

Department System Maintenance

SALARY TARGET: \$42.79 PER HOUR

Position Summary

Under general supervision, performs skilled and semi-skilled work in the operation, repair, and maintenance of building mechanical equipment and heating and air conditioning components. Work requires the ability to operate equipment according to manuals, directions, specifications or warning signals, and to read and interpret performance charts and control panels.

Education and Experience Requirements

Five (5) years of building engineering experience with supervisory responsibilities. Related experience will be considered but not required. Must be licensed as a Stationary Engineer by the City of Chicago. Must possess an EPA-CFC Universal License. Must have a valid State of Illinois driver's license. Detailed knowledgeable in boiler chemical treatment. Detailed knowledge of HVAC, electrical, and building automation systems. Detailed knowledge of the use and care of tools and equipment used in facility and grounds maintenance. Comply with all applicable codes, regulations, governmental agency and Company directives as related to building operations and practice safe work habits. Detailed knowledge of occupational hazards and environmental safety precautions applicable to building equipment repairs and chemical usage and recycling. Skill reading manufacturer's repair manuals and product specifications. Skill using work order/asset management and other computer systems and ability to operate Windows based software. Good customer service skills. Good oral and written communication skills.

PHYSICAL DEMANDS

Lifts and carries material weighing up to 50 pounds.

Must pass a physical examination and perform the physical activities associated with this position.

Applicants, if hired, must comply with CTA's residency ordinance.

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Building Attendant

Location: Chicago, IL

Department: Housekeeping

1 Part-Time Position, 21 hours per week

Job Description

The Field Museum's Housekeeping Team plays a vital role in maintaining the quality and beauty of our historic building for visitors and staff.

All Building Attendants operate within a team on the first (morning/day), second (afternoon/evening), and third (overnight) shifts, reporting to the Team Lead and Housekeeping Supervisor.

Job Duties

Responsibilities include, but are not limited to the following:

Vacuuming, Damp wiping, Sanitizing bathroom fixtures, Mopping floors, Special project work as assigned.

Second and third shift duties include operating heavy equipment to strip and clean floors, and other projects as assigned

Qualifications

The ideal candidate will possess the following qualifications:

High school diploma or equivalent. Previous housekeeping/janitorial experience strongly preferred.

Ability to lift at least 50 pounds. Ability to stand and walk for long periods of time.

Ability to bend and reach.

Ability to follow verbal and written instructions. Ability and experience using various tools, products, and equipment.

Ability to work independently and on team. Pleasant, professional demeanor and appearance with willingness to assist visitors and staff when approached

Apply online at <http://fieldmuseum.org/about/employment>

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Guest Relations Representative (Part-Time, Seasonal)

Location: Chicago, IL

Department: Guest Relations

Part-Time, Seasonal Positions Available

24 hours/week through September 1, 2014

Job Description

The Guest Relations Department is responsible for providing world-class service to our visitors, generating revenue through ticket sales, and tracking museum attendance. We are seeking friendly and energetic Guest Relations Representatives to join our team and ensure a positive and memorable experience for our visitors.

Job Duties

Responsibilities include:

Provide excellent face-to-face customer service for the Museum visitors. Facilitate the admission process by providing information to visitors as they wait in line. Monitor and maintain the flow of guests into ticketed exhibitions. Process ticket orders (cash or credit card) using the Museum's ticketing software. Staff coat check operations - check bags, coats and renting strollers/wheelchairs. Check-in all school/student groups. Staff the Museum's Siragusa Center - our lunchroom for all student and children groups. Assist in any extra customer service needs including problem solving, wayfinding, and any other situations that may arise

Qualifications include:

HS diploma or equivalency required Two to three years of proven customer service experience in a similar environment. Candidates must be able to work part-time (24 hours/week) on an ongoing basis; additional hours may be available based on department scheduling needs. Must be available at least one weekend day per week Must possess excellent communication skills. No extreme hairstyles, visible tattoos or piercings on face. Familiarity or ability to use Windows-based computer programs. Must have previous cash-handling experience and excellent math skills. A second language is a plus. First aid and/or CPR is a plus. Must be able to stand, sit and move to different posts throughout a shift This position requires standing for long periods of time (2+ hours)

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