



## **Billing Specialist**

Job Code: 116582

Facility: Hartgrove Hospital

Location: CHICAGO, IL US

Travel Involved: 0-10%

Job Type: Full Time

Minimum Education Required: High School or equivalent

Category: Accounting/Finance

FTE: 1

### Position Summary:

The Hospital is seeking a full-time Billing Specialist to work within our Business Office department. This is an exciting opportunity to be part of a stable and growing behavioral health organization in the Chicagoland community. Come be a part of our winning team of professionals and make a difference!

### The Primary Responsibilities are as follows:

- Working with hospital billing and UB-04
- Working with revenue codes and CPT-4 codes
- Meet daily deadlines in editing and processing claims
- Identify billing problems for corrections
- Communicate effectively with collector to expedite claims processing
- Other duties as assigned

### Requirements:

- A minimum of a High School Education, Associates Degree in Business, Finance, Accounting, or related field preferred
- Hospital billing experience required
- Strong knowledge of commercial insurance, Medicaid, and Medicare billing
- Knowledge of CPT4 and ICD9 codes preferred
- Medical terminology required
- Demonstrates an understanding of patient confidentiality, HIPAA and EMTALA regulation
- Must demonstrate respect, courtesy and empathy to all individuals, maintain a positive work relationship with all, and contribute to the team environment

### Benefits:

- 401(k) • UHS Stock Purchase Plan
- Health, Dental, & Vision • Tuition Reimbursement • Much More

Apply online at <http://www.hartgrovehospital.com/job-opportunities/>

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### **Certified Nursing Assistant**

Job Code: 116241

Facility: Hartgrove Hospital

Location: CHICAGO, IL US

Travel Involved: 0-10%

Job Type: Per Diem

Minimum Education Required: Certification

Category: Nursing

FTE: 0.01

#### **Position Summary:**

The Hospital is seeking several per diem Certified Nursing Assistant's who are interested in working with children, adolescents and adults in an inpatient psychiatric setting. This is an exciting opportunity to be part of a stable and growing behavioral health organization in the Chicagoland community. Come be a part of our winning team of professionals and make a difference!

The primary responsibilities are as follows:

- Perform vital signs on all patients including children, adolescents and adults.
- Responsible for 15 minute safety observation rounds.
- Provide 1:1 observation for appropriately assigned patients.
- Assist patient with any necessary activities of daily living.
- Maintain, update and ensure practice of all hospital policies and procedures.
- To provide a safe, secure, therapeutic and professional environment at all times
- To lead by example and champion the philosophy of Service Excellence

#### **Requirements**

Job Requirements:

- High School Diploma required; some college experience preferred.
- Nursing Assistant certification required.
- 1-3 years' experience within a hospital setting; preferably experience working with psychiatric patients.
- Bilingual in Spanish a plus!!
- Excellent oral and written communication skills.
- Excellent interpersonal skills to develop relationships with patients, families and others; must have a strong customer service approach to all duties.
- Must be self motivated, results-oriented individual who is customer

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## **Mental Health Technician**

Job Code: 115580

Facility: Hartgrove Hospital

Location: CHICAGO, IL US

Travel Involved: 0-10%

Job Type: Full Time

Minimum Education Required: Associate Degree

Category: Healthcare - Rehabilitation

FTE: 1.00

### Position Summary:

Hartgrove Hospital is looking for individuals who want to pursue a career within behavioral health. The hospital is seeking entry level and experienced Mental Health Technicians who want to work with various populations including children, adolescents, and adults. This is great opportunity to launch and further ones career within the field of mental health! This is a chance to make a difference in the lives of the youth as well as adults. Make the choice to be a part of a winning team that is dedicated to helping others!

### The Primary Responsibilities are as follows:

- Facilitate Therapeutic CBT group sessions.
- Provide direct patient care under the supervision of a Registered Nurse.
- Daily supervision and monitoring of resident's safety
- Supervise patients while documenting and reporting patient information accurately and appropriately.
- Assure compliance with applicable laws pertaining to psychiatric treatments.
- Maintain all patient documentation and records.

### Qualifications

- Bachelor's degree in Psychology or related discipline strongly preferred.
- One year experience working in a behavioral health setting preferred.
- Must possess knowledge of general and psychiatric group processes, therapeutic relationships and processes, age specific growth and development, limit setting, crisis and behavior management and CPR training.
- Prefer strong customer service and organizational skills, accurate, thorough and timely follow-up with attention to detail.
- Must be self-motivated, professional individual who is customer focused.
- Bilingual (English/Spanish) applicants a plus!

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### **Outpatient Intake Counselor**

Job Code: 109637

Facility: Hartgrove Hospital

Location: CHICAGO, IL US

Travel Involved: None

Job Type: Contract/Temp

Minimum Education Required: Master's Degree

Category: Human Resources

FTE: 0.01

**Position Summary:** Hartgrove is a Joint Commission approved and state licensed facility focused on short-term crisis stabilization programs. We provide fully accredited educational programs, comprehensive Activity Therapy, Pet Assisted Therapy, Art Therapy, Horticultural Therapy, Dance Movement and Sand Play Therapy, while utilizing a holistic treatment approach.

Hartgrove Hospital is seeking fee-for-service Intake Counselor to complete initial intake assessments at our outpatient center, Austin Family Counseling Center. The Intake Counselor may also hold a small caseload of individual and family therapy clients. Supervision toward Licensed Clinical Professional Counselor (LCPC) requirements can be provided as well. This is a contract position, which will begin with a half-time (20-24 hours) workload and the potential to expand to full-time within several months.

#### **Primary Responsibilities**

- Complete semi-structured clinical interviews with new clients/families initiating services within the clinic
- Formulate initial diagnosis and treatment recommendations and assist client/family in establishing follow-up appointments
- Provide a limited number of individual and family therapy sessions to children, adolescents and adults in an outpatient setting
- Maintain and submit appropriate documentation related to all clinical services
- Assure compliance with applicable laws pertaining to psychiatric treatments
- Provide a safe, secure, therapeutic, and professional environment at all times

#### **Job Requirements**

- Must be a Licensed Professional Counselor (LPC) within the state of Illinois
- Must be a graduate of an accredited M.A./M.S. program
- One year clinical experience within an inpatient/outpatient psychiatric mental health setting
- Must possess knowledge of general psychiatric principles, working concepts and theory, age specific growth and development, limit setting, as well as crisis and behavioral management
- Spanish Bilingual capabilities are a plus!

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## **Assistant Civil Engineer**

### Summary of Duties:

Reporting directly to the Director, Construction Engineering, assists with small construction projects. Reviews design drawings, specifications and estimates prepared by outside agencies for accuracy and constructability. Conducts on-site inspections of construction sites throughout the Metra system. Monitors mandated FTA QA/QC program for assigned projects. Reviews contract modifications, contract change orders and monthly pay applications. Prepares and updates spreadsheets and databases for tracking costs, budgets, and documentation for the Construction division.

### Minimum Acceptable Qualifications:

Must have a Bachelor of Science in Civil Engineering or related degree.

Must have good oral and written communication skills.

Must be proficient in all Microsoft Office Suites.

Must possess and maintain a valid driver's license.

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.

### 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:

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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](mailto:jobs@metrarr.com)

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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.

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**Job Title: Office Assistant - Opt SS2**

Agency: Human Services

Closing Date/Time: Tue. 03/25/14 5:00 PM Central Time

Salary: \$2,727.00 - \$3,707.00 monthly

\$32,724.00 - \$44,484.00 annually

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Bid ID#: 10-91-79903

Description of Duties/Essential Functions Benefits Supplemental Questions  
Under general supervision, reviews complex material to be typed, processed and filed. Types a variety of routine forms, form letters, cards and records. Performs functions requiring interaction with recipients/clients which regularly involve translating for Spanish speaking individuals.

**Minimum Requirements:**

Requires knowledge, skill and mental development equivalent to completion of high school and one year of related office experience. Requires working knowledge of alpha-numeric sequencing; working knowledge of office procedures, practices and ability to operate commonly used office equipment. Requires ability to type at 35 wpm. Requires ability to speak, read and write in Spanish at a colloquial skill level.

Work Hours & Location/Agency Contact: 8:30 a.m. - 5:00 p.m., Monday - Friday  
IL Dept of Human Services -Office of Family & Community Services  
South Suburban FCRC 3301 Wireton Road Blue Island, IL 60406  
BIDDING CONTACT: DHS, BUREAU OF EMPLOYEE SERVICES  
ATTN: JILL PATTERSON 100 S. GRAND AVE. EAST, 3RD FL. SPRINGFIELD, IL 62762  
FAX: (217) 524-3826

**How to Apply:**

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

Option SS2 - Spanish Speaking/Typing

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**Job Title: Public Service Administrator - Opt 8N**

Agency: Public Health

Closing Date/Time: Tue. 03/25/14 5:00 PM Central Time

Salary: \$6,021.00 - \$9,286.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC063

Bid ID#: IDPH 77669

Description of Duties/Essential Functions Benefits Supplemental Questions  
Under administrative direction, supervises the Northern Unit field survey staff; oversees the field inspection programs of the home health, hospice, portable x-rays, rural health clinics, comprehensive outpatient rehab, outpatient physical therapy/speech pathology, for the Chicago Region in order to ensure that federal and state regulations are met. Serves as working supervisor.

**Minimum Requirements:**

Requires graduation from an approved nursing education program resulting in an Associate or a Diploma Degree in Nursing and three years of professional experience, or a Bachelor's Degree in Nursing and two years professional nursing experience or preferably Master's Degree in Nursing. Requires licensure as a Registered Nurse in the State of Illinois. Excellent computer skills and work experience in Microsoft products including: Microsoft Word, Excel, Power-Point is highly desirable. Requires ability to travel overnight. Requires possession of a valid Illinois Driver's License.

Work Hours & Location/Agency Contact: Work Hours & Location: 8:30 AM - 5:00 PM  
Office of Health Care Regulation  
Division of Health Care Facilities & Programs 122 S. Michigan Ave. Chicago, IL  
Agency Contact: Office of Human Resources  
535 W. Jefferson St. 4th fl Springfield, IL 62761  
Phone: 217-785-2031 Fax: 217-524-0220

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

**Option 8N - Nurse Registered II**

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**Job Title: Social Service Program Planner III**

Agency: Human Services

Closing Date/Time: Tue. 03/25/14 5:00 PM Central Time

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

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC062

Bid ID#: 10-40-70538 (3)

**Minimum Requirements:**

Requires knowledge, skill and mental development equivalent to completion of four years of college supplemented by a Master's degree plus one year progressively responsible professional experience in licensure / certification / auditing activities or substance abuse treatment delivery within DASA agencies. Requires knowledge of DHS/DASA programs. Requires one year experience delivering 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 (IAODAPCA); 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 Act. Requires extensive travel. Requires ability to travel. Requires a valid driver's license.

Work Hours & Location/Agency Contact: 8:30 a.m. - 5:00 p.m., Monday - Friday  
DHS, DASA 401 S. Clinton Chicago, IL

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

**How to Apply:**

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### **Sheet Metal Worker**

Employment opportunities are not currently available for this position. 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

Repairs, maintains and inspects diesel locomotives, passenger coaches, electric train cars and performs other duties recognized as Sheet Metal Worker's work. Performs oxyacetylene, MIG, TIG and Heli-Arc electric welding assignments. Fabricates sheet metal parts. Must possess or be able to obtain a Type II A/C Certification.  
Minimum Acceptable Qualifications

Qualified candidates will possess a Journeyman's card in the Sheet Metal Workers' International Association or possess a minimum of three (3) years of experience performing the work of a Sheet Metal Worker, 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](mailto:jobs@metrarr.com)

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## **Mgr., Business Development**

### Minimum Acceptable Qualifications

Bachelor's Degree in Marketing, Sales Management/Channel, Channel Management or related field OR in lieu of degree, any combination of education and marketing experience that equals four (4) years.

In addition to #1, must have substantive and progressively responsible marketing experience, preferably in transportation or similar industry in the public sector.

Advertising sales or sponsorship sales experience is preferred.

Must be proficient in Microsoft Office Suite, with strong emphasis in Excel, Access and publication/design.

Must have excellent organizational, analytical, relationship, presentation and communication skills, both written and oral.

Must be able to multi-task and prioritize to meet tight deadlines.

Relevant supervisory experience required.

Must possess and maintain a valid driver's license.

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.

### Other Important Information

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Only resumes with salary history will be considered.

Only qualified candidates will receive consideration.

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## **Mgr. Crew Dispatching**

### Summary of Duties

Reporting directly to the Director, CCF, manages day-to-day staffing for all Metra train, engine, and clerical positions on all Metra directly operated districts. Coordinates with District Directors and Transportation Officers regarding the staffing of trains, engines and clerical employees. Works with payroll staff and district officers to review and ensure accurate wage payments. Coordinates with Medical and District Directors on FMLA and LOA documentation. Available to work flexible hours, as required, in the early morning, late afternoon, weekends, and evenings. Performs other related duties as needed to meet the ongoing needs of the organization.

### Minimum Acceptable Qualifications

Must have a high school diploma or GED equivalent. College degree preferred. In addition to qualification #1, must have a minimum of five (5) years of railroad experience and at least three (3) years must be in a railroad operations environment. Knowledge of Crew Caller System preferred. Must possess strong aptitude and proficiency in Microsoft Office Suite with particular emphasis in Excel. Must possess a basic understanding of union agreements (BLE, UTU, etc.) as they pertain to the description of duties. Must have two (2) years of supervisory and/or crew calling experience. Must have good judgment, the ability to maintain confidentiality, and strong organizational and administrative skills. Must possess and maintain a valid driver's license. 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.

### Other Important Information

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## **B & B Supervisor**

### Summary of Duties

Reporting directly to the Director, MWD-CUS Engineering, plans, oversees and manages bridges to guarantee the safe and efficient operation of trains over the territory. Supervises and directs daily maintenance and construction projects for the department. Directs the budget for Bridges and Buildings, Electricians, and the Water Service Department as allotted by the District Office. Provides scheduling, by day, month and year, of planned construction projects and preventive maintenance programs. Inspects structures, building, water lines, gas lines, etc., and records information. Trains employees in the department in the implementation of department rules, regulations, benefits and new technological advances of the respective craft; enforces compliance with all safety related information. Prepares necessary documentation to start projects. Reviews information and enforces various city and county codes of construction, erection, etc. Available to work flexible hours, as required, in the early morning, late afternoon, evenings, or weekends. Performs other related duties as needed to meet the on-going needs of the organization.

Minimum Acceptable Qualifications: Must possess a Bachelor's Degree OR in lieu of degree, any combination of education and relevant engineering experience that equal four (4) years. In addition to #1, must have substantive bridges and buildings, and water service experience. Supervisory experience is required. Must have good oral and written communication skills. Must possess and maintain a valid driver's license. 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.

### Other Important Information

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## **Administrative Assistant-Americas Operations | CHI006016**

### Description

This individual will report to the VP of Corporate Operations as well as the Corporate VP of Rooms & Spa. He/she will be responsible for providing a variety of administrative assistance in the form of, but not limited to, managing calendars, scheduling meetings and travel, completing expense reports along with responsibilities pertaining to each specific department as well. Facilitate internal communications, monitoring/responding to phone calls, emails and incoming correspondence. Other duties, responsibilities, and qualifications may be required and/or assigned as necessary.

The primary job responsibilities are:

- Prepare correspondence, reports, documents and memos working from notes and direction. Compose routine correspondence.
- Plan, organize, maintain and update a variety of files, records and databases.
- Maintain staff calendars.
- Must work effectively with staff employees to coordinate, and establish work schedules for planned projects.
- Can marshal resources (people, funding, material support) to get things done; can orchestrate multiple activities at once to accomplish a goal; uses resources effectively and efficiently; arranges information and files in a useful manner.
- Communicates effectively at all levels both verbally and in writing; responds appropriately to verbal and non verbal cues; can succinctly get messages across that have the desired effect.
- Must have a keen eye for fine points and accuracy; attention to detail.
- Views every contact as an opportunity to add value and enhance relationships.
- Widely trusted; is seen as a direct, truthful individual; can present the unvarnished truth in an appropriate and helpful manner; keeps confidences; admits mistakes; doesn't misrepresent him/herself for personal gain.

The position responsibilities outlined above are in no way to be construed as all encompassing. Other duties, responsibilities, and qualifications may be required and/or assigned as necessary.

### Experience:

- Minimum of 3 years administrative/office experience.
- Must be able to project a professional image and be capable of working independently.
- Prior experience of working in a hospitality venue a plus.

Education: •High School Diploma a must. •Associate's degree or equivalent a plus.

Computer Skills: •Fully proficient in Microsoft office suite.

- Efficiency in Excel & Power Point applications.

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## **Assistant Food & Beverage Manager | CHI005941**

### Description

At Hyatt, we believe our guests select Hyatt because of our caring and attentive associates who are focused on providing authentic hospitality and meaningful experiences to each and every guest. Hyatt is a place where high expectations aren't just met—they're exceeded. It's a place of outstanding rewards, where talent opens doors to exciting challenges in the hospitality industry.

The Assistant Food and Beverage Manager will oversee the food and beverage areas within the hotel. Responsibilities may include scheduling, forecasting and training, ensuring compliance with federal, state and local laws as well as all operating procedures. This person may also coordinate special events at the hotel. The Assistant Food and Beverage Manager must have strong communication and analytical skills. Food and Beverage cost control experience is helpful.

Hyatt associates work in an environment that demands exceptional performance yet reaps great rewards. Whether it's career opportunities, job enrichment or a supportive work environment, if you are ready for this challenge, then we are ready for you.

You're more than welcome.

### Qualifications

- Minimum of 2+ years as F&B Management preferred
- Wine/beverage knowledge in an upscale environment preferred
- Ideal applicant should have strong organizational skills, ability to work with flexible work schedule, be a team player and a dynamic leader

Primary Location: US-IL-Chicago

Organization: Hyatt Regency Chicago

Pay Basis: Hourly US Dollar (USD)

Job Level: Entry Level Manager | Full-time

Job: Food and Beverage

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## **Bartender - NoMI Garden/Lounge | CHI006009**

### Description

At Hyatt, we believe our guests select Hyatt because of our caring and attentive associates who are focused on providing efficient service and meaningful experiences. Bartenders are responsible for providing libations and offering customized recommendations.

The right person should be familiar with the latest in mixology, bar equipment, and sanitation standards, with a focus on maintaining an attractive bar.

This position offers opportunity for casual conversation, creativity and allows for building on ones style and previous bartending experiences.

Preferred candidates will have understanding of state and local serving guidelines.

Hyatt associates work in an environment that demands exceptional performance yet reaps great rewards.

Whether it's career opportunities, job enrichment or a supportive work environment, if you are ready for this challenge, then we are ready for you.

### Qualifications

- A true desire to satisfy the needs of others in a fast paced environment.
- Refined verbal communication skills.
- Must have physical stamina to lift moderate amounts of weight.

Primary Location: US-IL-Chicago

Organization: Park Hyatt Chicago

Pay Basis: Hourly US Dollar (USD)

Job Level: Hourly/Entry Level Employee | Full-time

Job: Bars/Restaurants/Outlets

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## **Associate Full Stack Developer | CHI006002**

### Description

We are seeking Full Stack Developers to work on eCommerce and Marketing projects, as well as new groundbreaking applications designed for Hyatt hotel associates and guests. This is an entry-level position for this team that is ideal for someone who is skilled and passionate about front-end and / or back-end development, who is eager to fill in the gaps in their toolbox. You will be led and mentored by Senior Developers and Architects in a new team built from the ground up, focused on continuous delivery.

The position responsibilities outlined above are in no way to be construed as all encompassing. Other duties, responsibilities, and qualifications may be required and/or assigned as necessary.

### Qualifications

The ideal candidate will possess some or all of the following characteristics:

- You are a software craftsman who values quality over quantity, but you are not a zealot or perfectionist.
- You like Agile. You like DevOps. Thus you like Continuous Delivery.
- You like Clouds, with everything-aaS
- You like to build upon platforms composed of loosely coupled, contractually obligated services. Terms like API Façade make you smile.
- You love open source and are willing to contribute back to the communities.
- You want to help software take over the world, and help provide Authentic Hospitality in the process.
- You want mobile apps to be first class citizens in the software world with capabilities equal to or better than webapps.
- You like to laugh in the face of adversity.
- You are a maker and you are driven by the thought of seeing your creation in the hands of millions of customers.
- You like the challenge of simplifying complex systems, and you always consider the big picture even when acting locally.
- You are a pleasure to work with and value a great company culture.

### Qualifications

- 1+ years of experience in a full-time development role. Academic projects and/or side projects may be considered as well.
- B.S. preferred, in Computer Science or related discipline
- Software Engineering, Architecture, Technical Operations
- Strong Agile experience preferred
- Preferred candidate is passionate about travel and the Hospitality industry

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## Cook 2 - Intermediate Line | OAK000426

### Description

A Cook 2 requires good communication and culinary skills. The desired cook candidate will have hotel cooking experience and a culinary degree. A Cook 2 should have a professional knowledge of cooking ingredients and procedures.

Hyatt associates work in an environment that demands exceptional performance yet reaps great rewards. Hyatt has the best to offer in cook jobs: Whether it's career opportunities, job enrichment or a supportive work environment, if you are ready for this challenge, then we are ready for you.

All qualified applicants will receive consideration for employment without regarding to race, color, religion, sex, national origin, disability or protected veteran status.

### Qualifications

- Good written, verbal and reading English communication skills.
- 1 year fine dining or hotel culinary previous experience
- Culinary degree or related hotel or fine dining experience is preferred.
- Candidate should be able to perform all basic cooking skills.
- Able to work multiple stations in the kitchen.
- A true desire to satisfy the needs of others in a fast paced environment.
- Ability to stand for long periods of time.
- Ability to lift and carry a minimum of 50lbs.
- Food sanitation certificate preferred.
- Ability to work a flexible schedule including weekends and holidays.

This is a great opportunity to get a start with Hyatt as a cook. For immediate consideration of the intermediate cook position, click Apply Now and complete an application for the intermediate cook position on the Hyatt Careers Site!

Primary Location: US-IL-Oak Brook

Organization: The Lodge

Pay Basis: 12.25 Hourly US Dollar (USD)

Job Level: Hourly/Entry Level Employee | Full-time

Job: Culinary/Kitchen

Apply online at <http://hyatt.jobs/>

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### **Cook 3 - NoMI Kitchen | CHI006001**

#### Description

This culinary position requires good communication skills as well as at least two years of previous line and fine dining experience.

A Culinary degree or related hotel experience preferred.

Candidates should be able to perform all basic and intermediate cooking skills including preparation of soups, sauces, stocks, frying, broiling.

This person may be required to give direction in the supervisor's absence.

#### Qualifications

- Requires good communication skills.
- 3 years of previous line experience preferred.
- Culinary degree or related hotel experience is preferred.
- Candidates should be able to perform all basic and intermediate cooking skills.
- Able to work multiple stations in the kitchen.
- Requires moderate supervision and training.

Primary Location: US-IL-Chicago

Organization: Park Hyatt Chicago

Pay Basis: Hourly US Dollar (USD)

Job Level: Hourly/Entry Level Employee | Full-time

Job: Culinary/Kitchen

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