



U-Box Customer Care Representative

U-Haul Moving Centers
U-Haul Moving & Storage of Logan Square
4100 W Fullerton Ave
CHICAGO IL

Description:

Under the direction of the U Box Storage Facility Manager, operate an 8000 pound propane forklift, a truck mounted forklift and a straight truck to load and transport cargo to and from specified destinations. Prepare, receive and provide appropriate documentation for the delivery or pick up of goods. Load, secure, and unload cargo. Ensure warehouse storage facility is clean, dry and secure at all times. Perform "Customer Ready" inspections of UBox containers prior to dispatch. Verify that the container, and any other equipment rented, is returned in the same condition as when rented. Use on-line computerized dispatch and rental systems. Ensure timely delivery; provide customer assistance to include the sale of support items. Maintain radio or telephone contact with dispatcher to receive delivery or pick up instructions. Load storage containers onto truck bed for delivery to storage facility. Use a truck mounted forklift to remove containers from vehicle, and position in the designated storage location. Maintain accurate location information in the system to aid in retrieval of the stored items.

Requirements:

Must possess a Class A Commercial Driver License (CDL) or higher, a clean driving record and be able to pass a criminal background investigation. Meet all Department of Transportation (DOT) and U-Haul physical examination requirements.

Work Status: Full-Time or Moonlighter/Part-Time

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

Sun - 7am to 7pm
Mon - 7am to 7pm
Tue - 7am to 7pm
Wed - 7am to 7pm
Thu - 7am to 7pm
Fri - 7am to 7pm
Sat - 7am to 7pm

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=137751&mode=

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Customer Service Representative

U-Haul Moving Centers
U-Haul Moving & Storage of Logan Square
4100 W Fullerton Ave
CHICAGO , IL

Description:

Are you interested in becoming a moonlighter? Are you looking for another job to supplement your income? If so, U-Haul is the right place for you! Moonlighters are important and valued members of the U-Haul Team because they help us meet our customers' needs – which are significantly greater on evenings, weekends and holidays – with skilled, talented people who will provide excellent customer service.

Whether your "regular" job is a full-time or part-time position at another company, being in the military, going to school or being a stay-at-home parent, the flexible schedules available at U-Haul will make it possible for you to join our team. We have a variety of positions available for moonlighters and the flexible schedules we offer provide many options.

As a Customer Service Representative perform various duties including:

- Levels inspection. - Clean rental equipment.
- Dispense propane. - Maintain the facility and lot in a clean condition.
- Serve customers in person and on the telephone.
- Use the computer to prepare rental contracts and invoices.

Requirements: A valid driver's license and maintain a good driving record. Ability to maintain good housekeeping practices in the work area and comply with all safety rules and procedures.

Work Status: Moonlighter/Part-Time

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

Sun - 6am to 9pm

Mon - NA

Tue - NA

Wed - NA

Thu - 6am to 9pm

Fri - 6am to 9pm

Sat - 6am to 9pm

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=137753&mode=

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Assistant General Manager

U-Haul Moving Centers
U-Haul Moving & Storage of Logan Square
4100 W Fullerton Ave
CHICAGO , IL

Description:

U-Haul is looking for an Assistant General Manager to assist the General Manager by directing and motivating center personnel in order to meet objectives, as well as maintaining good customer relations at all times.

Requirements: -Valid driver's license and a good driving record
-Ability to operate motor vehicles with both types of transmission (automatic or standard)

Work Status:

Full-Time

Hours Needed:

(These hours may change based on business needs)

Sun - 6am to 11pm

Mon - 6am to 11pm

Tue - 6am to 11pm

Wed - 6am to 11pm

Thu - 6am to 11pm

Fri - 6am to 12am

Sat - 6am to 12am

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=133938&mode=

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Facility Maintenance Technician

U-Haul Regional Marketing Offices
Uhc Of North Shore Chicago
4100 W Fullerton Ave
CHICAGO , IL

Description:

Maintain and repair U-HAUL® facilities including moving centers, storage centers and other U-Haul buildings.

Perform duties including plumbing, carpentry, masonry, electrical, and repair or maintenance of central heating and air conditioning systems.

Responsible for all routine roof and signage inspections.

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:

Full-Time or Moonlighter/Part-Time

Hours Needed:

(These hours may change based on business needs)

- Sun - NA
- Mon - 8am to 5pm

- Tue - 8am to 5pm
- Wed - 8am to 5pm

- Thu - 8am to 5pm
- Fri - 8am to 5pm
- Sat - NA

Apply online at http://jobs.uhaul.com/job_detail.aspx?aval_job_id=143806&mode=

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Job Title: Public Aid Eligibility Assistant

Agency: Human Services

Closing Date/Time: Fri. 03/06/15 5:00 PM Central Time

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

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

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC028

Bid ID#: 10-91-88632

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direct supervision, performs routine casework support functions by assisting persons applying for public assistance in the initial eligibility process.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of high school and requires one year of clerical supportive experience in the Department of Human Services or equivalent training and experience.

Work Hours & Location/Agency Contact: 8:30 am - 5:00 pm
Woodlawn FCRC, 915 E 63rd St, Chicago, IL 60637

Please submit CMS 100 (revised 10/2014) applications to:

Bureau of Employee Services
Lisa Horsley
100 S. Grand Avenue East, 3rd Floor
Springfield, IL 62762
PHONE: 217-557-0347
FAX: 217-524-2116

How to Apply:

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

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Job Title: Public Aid Quality Control Reviewer

Agency: Human Services

Closing Date/Time: Mon. 03/09/15 5:00 PM Central Time

Salary: \$4,159.00 - \$6,218.00 monthly

\$49,908.00 - \$74,616.00 annually

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC062

Bid ID#: 10-97-88727

Minimum Requirements: Requires knowledge, skill, and mental development equivalent to completion of four years of college with course work in one of the behavioral sciences. Requires two years of professional experience in casework or related area. Prefers experience administering the Supplemental Nutrition Assistance Program. Requires extensive knowledge of public assistance policies and programs including SNAP. Requires extensive knowledge of agency policies, rules, and procedures. Requires extensive knowledge of interviewing techniques. Requires the ability to examine and evaluate data in accordance with established criteria. Requires ability to present and prepare clear, concise, and accurate reports using Microsoft Office Suites and to interpret review findings and agency policies effectively in writing. Requires ability to establish and maintain satisfactory working relationships with other staff and the general public. Requires statewide travel, with overnight stays. Requires a valid Illinois Driver's License.

Work Hours & Location/Agency Contact: 8:30 am - 5:00 pm
Bureau of SNAP Integrity - Cook County Unit
1112 S Wabash Ave, 5th Floor, Chicago, IL 60605

Please submit CMS 100 (revised 10/2014) applications to:
Bureau of Employee Services / Lisa Horsley
100 S. Grand Avenue East, 3rd Floor Springfield, IL 62762
PHONE: 217-557-0347 FAX: 217-524-2116

How to Apply:

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Lifeguard (Seasonal- Summer) Job ID: 1853

Closing Date: 04/29/2015

Aquatics/Lifeguard

Date Posted: 1/8/2015

Location: Community Recreation - Aquatics

Region: Districtwide

Be sure to review the Chicago Park District Lifeguard Process!

EXAMPLES OF DUTIES:

Guards beaches and/or pool area to protect swimmers from accidents or drowning. Responds to emergency situations in accordance with established methods and procedures. Administers first aid, CPR as necessary. Enforces park rules and regulations regarding pool and beach activities. Maintains aquatic safety equipment by inspecting and reporting repairs needed to buoys, floats, ropes or other equipment installed as safety measures. Performs maintenance duties in keeping pool and beach areas clean, safe and attractive. Assists and/or leads aquatic instruction and recreational activities including swimming lessons, hydro-aerobics, water polo and swim team.

MINIMUM QUALIFICATIONS:

Training and Experience:

Completion of at least two years of High School is recommended.

Certification Requirements at time of hire:

American Red Cross Lifeguarding certificate, or equivalent to include:

American Red Cross CPR for Professional Rescuer, or equivalent

American Red Cross First Aid, or equivalent

American Red Cross AED, or equivalent

American Red Cross Oxygen Administration, or equivalent

American Red Cross Bloodborne Pathogens Training or equivalent

Chicago Park District Lifeguarding Card

Knowledge, Skills and Abilities:

Knowledge of lifesaving and life guarding methods and techniques. Ability to meet and deal with the public. Ability to swim and dive proficiently. Ability to administer first aid and CPR to victims needing such attention.

SEIU-Local 73 Career Service EEO: Protective Service FLSA: Non-Exempt 2015

SALARY: \$13.89 PER HOUR

Apply online at

<http://www.applitrack.com/chicagoparkdistrict/onlineapp/default.aspx?all=1>

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Attendant -DISTRICTWIDE (SEASONAL) Job ID: 1907

Closing Date: 03/15/2015

Custodial/Attendant (S)

Date Posted: 2/13/2015

Location: DISTRICTWIDE

Region: Districtwide

Along with new applicants, this posting is also intended for returning Attendants (from 2014).

CHARACTERISTICS OF THE CLASS

Under general supervision, keeps clean and orderly restrooms and facilities reserved for visitors. Performs related duties as required.

EXAMPLES OF DUTIES:

Maintains clean and orderly restrooms and facilities reserved for visitors, recreational equipment and other supplies provided for the public. Makes simple reports of attendance and materials distributed. Operates, cleans and maintains heating equipment when so assigned. Removes all litter and trash on grounds immediately outside park buildings on a daily basis where situations exist which may endanger park patrons, for example, the presence of broken glass, slippery spills, etc. Cleans grounds as needed.

MINIMUM QUALIFICATIONS:

Training and Experience:

Previous experience in performing building maintenance or other related maintenance activities preferred. Desirable previous experience includes use of maintenance equipment and supplies such as cleaning agents, waxes and the operation of a floor buffing machine. Must be at least eighteen (18) years of age.

Knowledge, Skills and Abilities:

Basic knowledge of cleaning agents used in indoor sanitation and maintenance. Ability to operate maintenance equipment in a safe and efficient manner. Ability to perform manual labor. Ability to respond to routine inquiries from the public.

Union: SEIU Local 73 Career Service EEO: Service-Maintenance FLSA:
Non-Exempt

Salary: \$13.64 per hour

Apply online at

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Intern (Seasonal) Monitors - Summer Food Program Job ID: 1934

Closing Date: 03/13/2015

Administrative/Intern (H)

Date Posted: 2/17/2015

Location: Central Administration Building

Region: Administration

CHARACTERISTICS OF THE CLASS:

Under direct supervision, performs typing, word processing and a variety of clerical work in support of the operation of an organizational unit on a temporary basis. Performs related duties as required.

EXAMPLE OF DUTIES:

Responds to routine telephone inquiries. Collects information for compiling reports. Makes telephone calls and contacts other departments and organizations to collect routine information or to follow through with calls initiated by supervisor. Types prepared correspondence, memoranda, lists and brief reports. Files as instructed in an established filing system. Operates office machines (e.g. copier, calculator). Performs routine data entry tasks using established mainframe systems. Completes forms by hand or by using a typewriter/wordprocessor by filing in the required information (e.g. supply requisitions, personnel requisitions). Maintains simple logs or records. Receives and directs visitors.

DESIRABLE MINIMUM QUALIFICATIONS:

Training and Experience:

High School graduation or equivalent, including completion of courses in English, Spelling, Mathematics and Typing, or an equivalent combination of training and experience is required. One year of experience in a business office performing typing and filing duties is preferred. Word processing experience is preferred.

Knowledge, Skills and Abilities: Knowledge of rules of grammar, punctuation and spelling. Knowledge of office methods and procedures. Ability to make arithmetic calculations. Ability to organize and maintain records manually or using personal computer. Ability to communicate effectively with park employees and the public. Skill in the operation of office machines, including personal computers. Effective oral and written communication skills.

Salary: \$12.15

Apply online at

<http://www.applitrack.com/chicagoparkdistrict/onlineapp/default.aspx?all=1>

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Intern (Seasonal) - Summer Food Job ID: 1954

Closing Date: 03/13/2015

Administrative/Intern (H)

Date Posted: 2/17/2015

Location: Central Administration Building

Region: Administration

CHARACTERISTICS OF THE CLASS: Will visit park locations to ensure parks are compliance with State regulations and the Dept of Health regulations for the Summer Food Program. Under direct supervision, performs typing, word processing and a variety of clerical work in support of the operation of an organizational unit on a temporary basis. Performs related duties as required.

EXAMPLE OF DUTIES: Responds to routine telephone inquiries. Collects information for compiling reports. Makes telephone calls and contacts other departments and organizations to collect routine information or to follow through with calls initiated by supervisor. Types prepared correspondence, memoranda, lists and brief reports. Files as instructed in an established filing system. Operates office machines (e.g. copier, calculator). Performs routine data entry tasks using established mainframe systems. Completes forms by hand or by using a typewriter/wordprocessor by filing in the required information (e.g. supply requisitions, personnel requisitions). Maintains simple logs or records. Receives and directs visitors.

DESIRABLE MINIMUM QUALIFICATIONS:

Training and Experience:

High School graduation or equivalent, including completion of courses in English, Spelling, Mathematics and Typing, or an equivalent combination of training and experience is required. One year of experience in a business office performing typing and filing duties is preferred. Word processing experience is preferred.

Knowledge, Skills and Abilities: Knowledge of rules of grammar, punctuation and spelling. Knowledge of office methods and procedures. Ability to make arithmetic calculations. Ability to organize and maintain records manually or using personal computer. Ability to communicate effectively with park employees and the public. Skill in the operation of office machines, including personal computers. Effective oral and written communication skills.

Salary: \$15.31 per hour

Apply online at

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Music Instructor -Part Time Job ID: 1980

Date Posted: 2/23/2015 Closing Date: 3/9/15

Cultural/Music Instructor (H)

Location: Marquette Park Region: South

THIS POSITION IS BUDGETED UP TO 20 HOURS A WEEK.

EXAMPLES OF DUTIES: Plans and implements a course curriculum for the instruction of musical activities in one or more related areas of specialization. Provides instruction and supervision for Park District patrons involved in music activities. Demonstrates proper techniques and skills for musical activities. Adapts program to reflect differing levels of participant skill development. Organizes, promotes and directs musical groups, clubs, choruses, bands, concerts and demonstrations sponsored by the Park District. Collaborates with recreation staff or other Park District personnel on special projects, including day camp programs. Encourages creativity in participants. Communicates constructively with participants, parents, volunteers and the community. Consults with individuals and community groups to determine their recreation interests, needs and desires. Issues and maintains an inventory of musical instruments, sheet music and other materials used in music programs. Demonstrates and provides instruction in the proper use of instruments. Supervises unorganized play and enforces Park District rules and regulations at assigned locations. Attends workshops and in-service training seminars. Stays abreast of current methods, techniques and trends in music specialties. Judges at competitions and special events. Performs general administrative duties, including but not limited to assisting in course registration, collection of fees, routine record keeping and promoting music programs. May solicit sheet music, instruments and other donations from local businesses and other organizations.

MINIMUM QUALIFICATIONS: Training and Experience: An Associate of Arts degree or completion of two full years of course work at an accredited college or university which included a minimum of 20 credit hours in music or a closely related discipline which involved the study of at least one musical instrument or voice or graduation from high school or the equivalent (GED) and 3 full years of related instructional or performance experience in a recreation or entertainment environment or an equivalent combination of education and experience is required Knowledge, Skills and Abilities: Knowledge of voice, instrumental and/or orchestral instruction principles and practices. Elementary knowledge of leisure and recreation theories and principles. Effective oral and written communication skills. Technical knowledge and skill in one or more areas of musical specialization such as the ability to play a musical instrument.

Union: 46 Career Service EEO: Para-professional FLSA: Non-Exempt

SALARY: \$17.45 per hour

Apply online at

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Attendant Part-time (South Region) -YEAR ROUND Job ID: 1990

Closing Date: 3/11/15

Custodial/Attendant (H)

Date Posted: 2/25/2015

Location: South Shore Cultural Center

Region: Culture Arts and Nature

THIS POSITION IS BUDGETED FOR UP 28 HOURS A WEEK.

Under general supervision, keeps clean and orderly restrooms and facilities reserved for visitors. Performs related duties as required.

EXAMPLES OF DUTIES: Maintains clean and orderly restrooms and facilities reserved for visitors, recreational equipment and other supplies provided for the public. Makes simple reports of attendance and materials distributed. Operates, cleans and maintains heating equipment when so assigned. Removes all litter and trash on grounds immediately outside park buildings on a daily basis where situations exist which may endanger park patrons, for example, the presence of broken glass, slippery spills, etc. Cleans grounds as needed.

MINIMUM QUALIFICATIONS:

Training and Experience:

Previous experience in performing building maintenance or other related maintenance activities preferred. Desirable previous experience includes use of maintenance equipment and supplies such as cleaning agents, waxes and the operation of a floor buffing machine. Must be at least eighteen (18) years of age.

Knowledge, Skills and Abilities:

Basic knowledge of cleaning agents used in indoor sanitation and maintenance. Ability to operate maintenance equipment in a safe and efficient manner. Ability to perform manual labor. Ability to respond to routine inquiries from the public.

Union: SEIU- Local 73 Career Service EEO: Service-Maintenance FLSA: Non-Exempt
Salary: \$14.13 per hour

Apply online at

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Motor Truck Driver (Seasonal) Job ID: 1979

Closing Date: 03/09/2015

Landscape/Motor Truck Driver (S)

Date Posted: 2/23/2015

Location: NATURAL RESOURCES

CHARACTERISTICS OF THE CLASS:

Under general supervision, operates automobiles, motor trucks, industrial tractors and related equipment in the operation of their general job duties. Performs related duties as required.

EXAMPLES OF DUTIES:

Operates automobiles, motor trucks, industrial tractors, 2 and 5 ton dump trucks, semi-tractor trailers, rubber tire farm tractors, tractor loaders and small skid steer loaders. Operates equipment on the lakefront where garbage is collected and the garbage trucks are driven and the load and pack trucks better known as the "one arm bandits," Establish communication and cooperation with workers from other trades. Provides assistance to patrons and the public.

MINIMUM QUALIFICATIONS

Training and Experience:

Commercial Drivers License Class B granted by the State of Illinois.

Knowledge, Skills and Abilities:

Knowledge and application of the State of Illinois Rules of the Road for Second Division Vehicles. Knowledge of safety laws for disabled vehicles. Knowledge and understanding of safety precautions protecting the operator. Knowledge and understanding of safety precautions for each vehicle. Ability to identify basic traffic signs. Ability to apply warning devices appropriately during emergency situations. Ability to read and identify a designated park site location on the map. Ability to read and chart a route on a map.

SALARY: \$34.51 PER HOUR

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Recreation Leader (H) YEAR ROUND Job I D: 1993

Closing Date: 03/11/2015

Recreation/Recreation Leader

Date Posted: 2/26/2015

Location: Mozart Park

Region: North

(YEAR ROUND POSITION) up to 20 hours per week)

CHARACTERISTICS OF THE CLASS:

Under direct supervision, provides assistance to staff in planning and conducting cultural and recreational activities. Performs related duties as required.

EXAMPLES OF DUTIES:

Assists in planning, scheduling and conducting tournaments and leagues. Supervises recreation activities and functions as an official where necessary. Spots for tumbling and gymnastics, performs demonstrations and leads small groups in drills and agility exercises. Supervises unorganized play and athletic activity at Chicago Park District facilities and encourages and enforces standards, Issues, collects and maintains recreational equipment supplied for public use. Assists the regular staff in conducting simple arts, crafts, music, physical and other recreational activities. Assists in the operation of game rooms and day camp activities.

MINIMUM QUALIFICATIONS: Training and Experience:

Graduation from high school or an equivalent certification (GED) is required

Knowledge, Skills and Abilities:

Basic knowledge of competitive sports (i.e. basketball, baseball, track, etc.), techniques. Effective oral communication skills. Ability to enforce safety rules. Ability to lead physical, recreational and leisure activities.

Union: SEIU, Local 73 Career Service EEO: Para-Professional FLSA: Non-Exempt

SALARY: \$12.63 per hour

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Shallow Water Attendant (Summer Seasonal) Job ID: 1929

Closing Date: 04/29/2015

Seasonal Only/Shallow Water Attendant (S)

Location: Community Recreation - Aquatics

Region: Districtwide

Be sure to review the Chicago Park District Lifeguard Process!

CHARACTERISTICS OF THE CLASS: Under immediate supervision, ensures the safety and supervision of swimmers at Park District water playgrounds and mini pools with a depth of four feet or less. Performs related duties as required.

EXAMPLES OF DUTIES: Guards mini pool area or water playground area to protect swimmers from accidents or drowning. Responds to emergency situations in accordance with established methods and procedures. Administers first aid, CPR as necessary. Enforces park rules and regulations regarding mini pool and water playground activities. Maintains aquatic safety equipment by inspecting and reporting repairs needed to buoys, floats, ropes or other equipment installed as safety measures. Performs maintenance duties in keeping pool and water playground areas clean, safe and attractive.

MINIMUM QUALIFICATIONS: Training and Experience:

Completion of at least one year of High School is recommended.

Certification Requirements:

American Red Cross Lifeguarding certificate, or American Red Cross Shallow Water Attendant certificate, or equivalent to include:

American Red Cross CPR for Professional Rescuer, or equivalent

American Red Cross First Aid, or equivalent

American Red Cross AED, or equivalent

American Red Cross Oxygen Administration, or equivalent

American Red Cross Bloodborne Pathogens Training or equivalent

Chicago Park District Lifeguarding Card

Knowledge, Skills and Abilities:

Knowledge of lifesaving and life guarding methods and techniques. Ability to meet and deal with the public. Ability to swim and dive proficiently. Ability to administer first aid and CPR to victims needing such attention. Ability to pass physical skills test required.

SEIU-Local 73 Career Service

EEO: Protective Service

FLSA: Non-Exempt

2015 SALARY: \$10.75 per hour

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Job Title B Electrician / CTA

Location Chicago, IL, US

Job Type Full - Time Permanent

Department Facilities Maintenance

SALARY TARGET: \$44.00 PER HOUR

Assembles, installs, repairs and tests electrical devices and wiring. Performs preventative maintenance duties.

EDUCATION/EXPERIENCE REQUIREMENTS

Required to have completed a four-year electrical apprenticeship.

Must possess a minimum of five (5) years verifiable experience in the testing of electrical devices and wiring in buildings and building systems.

Must possess a valid State of Illinois Class "A" Driver's license.

PHYSICAL REQUIREMENTS: Must pass a physical examination and perform the physical activities associated with this position. Must lift and carry materials weighing up to 100 pounds and work from ladders. Must be able to distinguish colors.

KNOWLEDGE, SKILLS, AND ABILITIES: Must competently read and interpret blueprints, schematic drawings and wiring diagrams. Required to possess the skills necessary to perform basic arithmetical operations, including fractions, decimals and percentages. Must possess a thorough working knowledge of building, wiring and electrical circuit installation techniques for lighting, motors and controls. Must be competent in the use of electrical testing equipment, e.g. gauges, voltmeters, meters and volt meters. Required to be knowledgeable of applicable safety rules and regulations. Must be proficient in the use of programmer logic controllers.

This is a bargained for position and is not subject to CTA's residency ordinance.

CTA IS AN EQUAL OPPORTUNITY EMPLOYER

IT IS THE POLICY OF THE CHICAGO TRANSIT AUTHORITY THAT NO EMPLOYEE OR APPLICANT FOR EMPLOYMENT WILL BE DISCRIMINATED AGAINST BECAUSE OF RACE, COLOR, CREED, RELIGION, SEX, MARITAL STATUS, NATIONAL ORIGIN, SEXUAL ORIENTATION, ANCESTRY, AGE, UNFAVORABLE MILITARY DISCHARGE OR DISABILITY, PROVIDED THAT THE INDIVIDUAL WITH THE DISABILITY IS ABLE TO PERFORM THE ESSENTIAL FUNCTIONS OF THE JOB WHICH HE/SHE DESIRES TO HOLD WITH REASONABLE ACCOMMODATION BY THE AUTHORITY.

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Job Title Sheet Metal Worker / CTA

Location Chicago, IL, US

Job Type Full - Time Temporary

Department System Maintenance

SALARY TARGET: \$41.53 PER HOUR

Fabricates, assembles, installs, and repairs sheet metal products and equipment.

EDUCATION/EXPERIENCE REQUIREMENTS

Must have a valid driver's license.

Required to have a completed apprenticeship or the equivalent amount of years of experience as a sheet metal worker in a recognized sheet metal shop involving inspecting, repairing, and rebuilding a variety of facilities and equipment.

PHYSICAL REQUIREMENTS

Must pass a physical examination and perform the physical activities associated with this position. Required to lift and carry material weighing up to 100 pounds.

KNOWLEDGE, SKILLS, AND ABILITIES

Must have a detailed knowledge of the welding and brazing characteristics of various common metals and alloys. Be competent in the use of sheet metal worker's tools and furnish the essential hand tools used on this job. Read and interpret blueprints and schematic diagrams, and understand and execute printed and oral instructions. Perform basic arithmetical operations, including fractions, decimals, and percentages, and take accurate measurements.

This is a bargained for position and is not subject to CTA's residency ordinance.

CTA IS AN EQUAL OPPORTUNITY EMPLOYER

IT IS THE POLICY OF THE CHICAGO TRANSIT AUTHORITY THAT NO EMPLOYEE OR APPLICANT FOR EMPLOYMENT WILL BE DISCRIMINATED AGAINST BECAUSE OF RACE, COLOR, CREED, RELIGION, SEX, MARITAL STATUS, NATIONAL ORIGIN, SEXUAL ORIENTATION, ANCESTRY, AGE, UNFAVORABLE MILITARY DISCHARGE OR DISABILITY, PROVIDED THAT THE INDIVIDUAL WITH THE DISABILITY IS ABLE TO PERFORM THE ESSENTIAL FUNCTIONS OF THE JOB WHICH HE/SHE DESIRES TO HOLD WITH REASONABLE ACCOMMODATION BY THE AUTHORITY.

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Job Title Trackman / CTA

Location Chicago, IL, US

Job Type Full - Time Temporary

Department Power & Way Maintenance

SALARY TARGET: \$14.25 - \$28.51 PER HOUR

Rate to be determine by applicant's entered service date and service date in union jurisdiction of this classification. Performs various duties in the inspection, maintenance, repair, and construction of railroad track, also including signaling and flagging activities associated with track construction and maintenance work.

EDUCATION/EXPERIENCE REQUIREMENTS

Required to submit to and pass drug and alcohol testing as mandated by the Federal Transportation Administration for safety sensitive positions. Must have a high school diploma or equivalent degree. Must have a valid driver's license. Must pass the CTA math class. Must pass the CTA training class for Track Inspector. Must pass the CTA flagging qualification class in order to properly set up work site slow zones and to flag trains through a work site.

KNOWLEDGE, SKILLS, AND ABILITIES

Must be knowledgeable of safety rules in order to perform work without injury. Must be proficient in the use of devices required for measuring track. Required to have knowledge of track construction and maintenance. Must have high school level math skills including addition, subtraction, multiplication and division, especially of fractions. Must be proficient in the use of all types of hand- and power-operated tools used by track crews. Must have the ability to communicate with other employees to assure safety while performing work. Must be able to work as part of team and follow directions.

This is a bargained for position and is not subject to CTA's residency ordinance.

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Courier

Location: Rosemont, Illinois

Job ID: 11202

Facility: ACL LABORATORIES

Status-FTE: Full Time - 1

Shift: PM

High school education or equivalent.

Must have at least one year of customers service experience or comparable skills

Must be able to work weekends.

Good customer service skills. Ability to interact effectively and communicate proficiently.

Good knowledge of Chicago and Suburban geography

Good attention to detail

Follows all policies and procedures

Ability to identify basic vehicle problems.

Basic computer skills, typing, and familiar with email Must be 21 years of age or older.

Valid drivers license with a good driving record.

No convictions of DUI/DWI within the last 5 years.

No more than one moving violation over the last 12 months, or no more than 2 violations over the past 2 years.

Exposure to infectious biological specimens and sharps are experienced on a daily basis.

Must wear personal protective equipment (PPE) when appropriate.

Ability to lift (up to 50 pounds occasionally and up to 20 pounds consistently.

Must be able to handle stressful situations in a calm and professional manner.

Must carry assigned communication equipment during routine working hours.

Must be able to complete all assigned duties independently with in the route and stop time frames

To provide timely, accurate, and courteous courier service to ACL accounts.

Accountabilities:

Provide prompt, courteous courier service to ACL accounts

Maintains company vehicles

Participate in CQI activities to ensure excellent customer service

Completes mandatory competencies

Provide prompt, courteous courier service to ACL accounts

Apply online at <http://jobs.advocatehealth.com/chicago/nonclinical-support/jobid6706202-courier-jobs>

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Contact Center Rep I

Location: Rosemont, Illinois

Job ID: 15916

Facility: ADVOCATE MEDICAL GROUP

Status-FTE: Full Time - 1

Shift: Day/PM

At Advocate Health Care we understand that a healthy environment is vital to human health. Nationally recognized for environmental excellence, we strive to mitigate environmental harm and contribute to the well being and health of our associates, patients, visitors and the communities we are privileged to serve. Be a part of a movement in health care invested in reducing its environmental impact and creating healthier spaces for our patients to heal, physicians to practice and associates to work.

High School diploma. 1 to 2 years previous experience in a contact center or similar patient/customer service environment. 40 to 55 wpm. Excellent communication skills. Basic customer service skills. Basic problem solving skills. Demonstrates accuracy and attention to detail. Self-directed. Ability to handle a high call volume environment while maintaining high performance. Willingness to work flexible hours. Basic computer skills. Experience in Microsoft Word and Excel helpful. Ability to work in a team environment. Ability to follow procedures. Medical terminology knowledge helpful. N/A Maintains high energy and a positive attitude. Demonstrates a personal commitment to promoting and providing excellent customer service. Adapts rapidly to change and balances multiple priorities. Thinks quickly and uses appropriate judgment. Possesses excellent interpersonal skills, diplomacy, and patience while interacting with customers and colleagues. Ability to use computer terminal for extended time frames. Hours may be irregular due to 24/7 operations. This position is responsible for fielding and resolving telephone calls and other contact methods in the Advocate Patient Contact Center. Expectations of this role include providing exceptional customer service, treating all callers with dignity and respect, striving to anticipate and meet the needs of Advocate patients, and working collaboratively with other contact center staff to achieve quality and performance standards.

Accountabilities: Customer Care and Service Excellence

Other Duties. Lead, Supervisor, and Managerial Responsibility

Location: 8550 West Bryn Mawr, Chicago, IL

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