



Fleet Mechanic - Alsip

Talent Area : Maintenance

Location : Alsip, IL, USA

Requisition Number : 00023813

Full or Part Time : Regular Employee FT

POSITION DESCRIPTION

Responsible for performing mechanical repairs and preventative maintenance on company fleet vehicles.

- Troubleshoot, diagnose and complete repairs on all types of vehicles.
- Perform preventative maintenance in fleet.

- Respond to service calls.
- Maintain tools.

- Clean work area.
- Pick up and deliver vehicles.

- 1+ years of mechanic experience on light and heavy equipment required.
- 3+ years journeyman mechanic experience preferred.

- Gasoline, diesel and propane vehicle experience preferred.
- Demonstrated mechanical and technical aptitude.

- May be required to supply automotive hand tools. (Not including heavy duty or diagnostic tools.)
- ASE certification preferred.

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

Apply online at <http://www.enjoycareers.com/en/jobs/descriptions/fleet-mechanic-alsip-alsip-illinois-job-1-4537920>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Business Support Specialist

Location: Arlington Heights

Office: Internal Services

Department: Internal Services

Job Description: Under the direction of the Deputy Executive Director, Internal Services, the Business Support Specialist will be responsible for facilitating Internal Services (IS) departmental support for user groups reporting to the Office of the Executive Director (OED). Acts as primary support contact for OED procurement related matters by assisting user groups in OED with preparation of contract renewal documents and specifications, schedules, monitors contract expirations, ensures users have entered replacement requisitions, supports development of contract renewal documents such as, but not limited to, ICE forms, cost information and vendor identification. Acts as primary support for OED capital project and grant related matters by supporting OED user groups in the preparation of capital budget requests, support information, cost analysis and schedules. Assists users with project management issues, capital backlog items, resolves funding and scope problems. Acts as primary support for OED with regard to financial matters, including preparation of the annual budget for OED departments. Resolution and support on financial matters impacting OED user groups. Acts as primary support for OED on IT related projects. Monitors schedules, issues and facilitates project implementation as determined by the Deputy. Supports the Deputy Executive Director, Internal Services, with OED group issues, solutions and goals. Prepares related special reports, business plans, studies and analyses as directed by the Deputy. Trouble shoots project impediments and schedule issues. Prepares monthly report on all activities including established goals.

Qualifications: Bachelor's Degree in business or relevant discipline. Master's degree in business preferred. One to two years experience of Project Management experience. Three to five years of general business experience with exposure to capital project analysis, IT systems, Budget and resource planning and scheduling. Must be proficient in computer word processing programs and computer applications such as MS Word, Excel and PowerPoint, and must be able to create documents related to job duties. Financial and math skills such as percentage changes, growth, cost analysis, time value of money, compound interest, etc. Advanced financial knowledge will be used in job functions in relation to financial responsibilities. The ability to effectively interface with managers and staff to facilitate the advancement of projects and resolution of problems between various interests and operating units requiring exceptional communication, problem solving, multi-tasking and inter-personal skills.

This position is subject to the provisions set forth in 5 ILCS 430/5-45 (c) of the State Officials and Employee Ethics Act.

Apply online at

http://www.pacebus.com/sub/about/employment_detail.asp?PostingID=674

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903

sign up for daily job leads www.lashawnford.com

email job leads to workforce@lashawnford.com

please feel free to forward job leads to others



Foreman

Location: Markham

Office: Revenue Services

Department: Maintenance

Job Description:

Under the direction of the Superintendent of Maintenance, or designate, responsible for supervising the vehicle repair and maintenance activities of employees on their shift.

Assigns work to employees utilizing Oracle.

Reviews work orders for time and material used; monitors attendance; accepts road calls; gives instruction and on-the-job training to mechanics; handles all necessary reports.

Other duties as assigned or required.

Qualifications:

Qualified candidate must have at least four (4) years diesel/gas experience and/or technical training to include diesel engines, bus electrical, suspension and hydraulic systems, DOT regulations and preventive maintenance.

Must pass Foreman exam and possess excellent verbal and written communication skills and the ability to read/follow blueprint, schematics and maintenance manuals.

Candidate must be at least 21 years of age and possess a valid class "A" Commercial Driver's License.

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

Supervisory experience in preferred. This is a safety sensitive position. Qualified candidate must have a good work history.

Apply online at

http://www.pacebus.com/sub/about/employment_detail.asp?PostingID=476

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Mechanic

Location: North Aurora
Office: Revenue Services
Department: Maintenance

Job Description:

Under the direction of the Superintendent of Maintenance, or designate, responsible for performing preventive maintenance inspections, diagnosing, troubleshooting and performing general repairs on all company vehicles and equipment.

Removes and replaces all units and rebuilds small components. Must make service calls, perform shift responsible duties as needed.

Complete all required documents and must account for all materials used in accordance with the work order system. Performs duties of the classification and 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 must possess at least three (3) years previous diesel/gas experience and/or technical training. Must have, or be able to obtain, a valid "A" Commercial Driver's license and Air Conditioning Certification, successfully pass examination for the position, and have a complete set of hand tools sufficient for performing the duties of the position.

Must have the ability to read/follow blueprints, schematics, maintenance manuals and to operate test equipment. Knowledge of the service area and the ability to operate all company equipment is also required.

Must be capable of heavy lifting. The performance of these duties may be required at any time of the day and night, any day and night of the week. This is a Safety Sensitive position. Qualified candidate must have a good work history.

Apply online at

http://www.pacebus.com/sub/about/employment_detail.asp?PostingID=304

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Part-time Bus Operator

Location: Joliet

Office: Revenue Services

Department: Bus Operations

Job Description:

Transports passengers on a pre-determined route and assists with route and fare information as well as boarding and deboarding bus.

Monitors farebox to ascertain correct fare has been deposited, dispenses and collects transfers.

Files a defect card daily, noting mechanical and body defects on vehicle. Reports to dispatcher via radio any route detours, or whenever passengers might require assistance of police, medical or other services. Records farebox readings and special passenger counts as required. Maintains daily work sheet and completes accident/incident reports when necessary. Other duties assigned or required.

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

Qualifications:

Must be at least 21 years of age, and be able to obtain a valid class "B" Illinois Commercial Drivers license.

Must have a good work history and a record of safe driving (5 years). Must successfully pass a training and route familiarization program. Excellent oral and written communication skills are required.

Must be able to work long hours, split shifts and weekends.

Apply online at

http://www.pacebus.com/sub/about/employment_detail.asp?PostingID=502

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Part-Time Facilities Maintenance Assistant

Location: Arlington Heights
Office: Internal Services
Department: Administration

Job Description:

Under the direction of the Department Manager of Administration, performs in-house internal and external building maintenance and service tasks requested at Headquarters. In addition, performs various duties as assigned or required.

Serves as assistant to Pace's Senior Building Engineer. Performs in-house internal maintenance tasks including supervision of contractor work on equipment, minor plumbing and electrical repairs, carpeting repair, painting and monitoring the building automation system, etc.

Responsible for external building maintenance and service tasks requested at Headquarters including snow plowing, landscaping between contractor visits and enforcing parking lot procedures.

Maintains inventory of fax and copier supplies. Monitors footprints service tickets and performs minor equipment repairs when necessary.

Qualifications:

Must have a valid Driver's license and have a high school diploma. Associate's Degree preferred. 1 to 2 years in facilities maintenance desired.

Work is performed in normal office environment.

Must be proficient in computer word processing programs and computer applications to the extent required by specific job functions.

Apply online at

http://www.pacebus.com/sub/about/employment_detail.asp?PostingID=667

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Part-time Maintenance Data Coordinator (3)

Location: Arlington Heights

Office: Revenue Services

Department: Revenue Services

Job Description:

Under the direction of the Superintendent of Maintenance, responsible to ensure all vehicles are serviced the night before, maintains maintenance employee attendance, vacation, and holiday records, monitors all mileage and fluid consumption reports/data, organizes and files all vehicle repair orders, schedules preventative maintenance and interior cleaning for revenue service vehicles and reconciles all revenue vehicle report data. Other duties as assigned.

Qualifications:

Must have a Minimum of two years administrative and computer experience with focus on Microsoft Windows application and have a high school diploma. Must have a valid Driver's License.

Apply online at

http://www.pacebus.com/sub/about/employment_detail.asp?PostingID=660

Accountant III

Department: GENERAL ACCOUNTING

Schedule: Full Time

Shift: Days

Job Details: The Accountant III prepares financial statements, payroll tax returns and journal entries, and performs related complex accounting procedures. Serves as a resource person for other department staff and assumes responsibility for accounting leadership in the absence of their designated supervisor.

EXPERIENCE AND QUALIFICATIONS: Bachelor's degree in finance or accounting required; master's degree and/or designation as a Certified Public Accountant highly desirable. Minimum 5 years of accounting experience required. Healthcare experience a plus.

Apply online at

https://www.healthcaresource.com/unityhealth/index.cfm?fuseaction=search.jobDetails&template=dsp_job_details.cfm&JobId=256395

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903

sign up for daily job leads www.lashawnford.com

email job leads to workforce@lashawnford.com

please feel free to forward job leads to others



Temporary Sign & Shelter Technician

Location: Arlington Heights
Office: External Relations
Department: Sign & Shelter

Job Description:

Under the direction of the Supervisor of Passenger Facilities Maintenance, or designate, will install, clean and maintain shelters and bus stop signs throughout the six county region.

Maintenance will include replacing shelter glazing, repairing shelters, replacing signs, installing sign posts, applying decals and maintaining shelter and sign inventory.

Winter conditions may require snow removal duties at Pace shelters and passenger facilities including shoveling, operating a snow blower and snow plowing. Other duties as assigned or required.

Qualifications:

Qualified candidate must be able to repair and clean shelters, signs and perform maintenance at passenger facilities using basic hand and power tools, e.g., pop rivet tool, electric drill and saw, strapping tool, power washer, etc.

Must possess a valid driver's license, good driving record and be capable of heavy lifting. Must be able to keep good records of work performed and complete work orders.

Position reports to Pace Sign and Shelter Shop located at Pace West Division in Melrose Park.

May be required to work occasional evenings and weekends. Must be able to work independently with minimal supervision. Basic computer skills required. Qualified candidate must have a good work history. This is a safety sensitive position.

Apply online at

http://www.pacebus.com/sub/about/employment_detail.asp?PostingID=592

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Utility Person

Location: Bridgeview
Office: Revenue Services
Department: Maintenance

Job Description:

Under the direction of the Superintendent of Maintenance, or designate, responsible for maintaining proper fluid levels, interior cleaning and 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. May make service calls. Other duties as assigned or required.

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

Qualifications:

Must be at least 21 years of age, and possess or be able to obtain a valid Class "B" Illinois Commercial Driver's License with Passenger and Airbrake Endorsements.

Must have a good work history and a record of safe driving (5 years). Must have knowledge of the service area and the ability to operate all Pace equipment.

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

This is a safety sensitive position. Qualified candidate must be capable of heavy lifting.

Apply online at

http://www.pacebus.com/sub/about/employment_detail.asp?PostingID=429

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



MANAGER OF ACCOUNTING

Department: GENERAL ACCOUNTING

Schedule: Full Time

Shift: Days

Job Details: Bachelors degree required

Hands on position working with controller to oversee the accounting functions for the Chicago market, excluding certain ambulatory entities (VMG, CHS, and MPG) including General Accounting, Budgeting, Special Projects.

Reviews the accounting functions of all units and provides guidance on accounting policies and procedures.

Establishes and maintains relationships with regulatory agencies, financial institutions and internal audit.

EXPERIENCE AND QUALIFICATIONS: Level of knowledge normally acquired through a Bachelor's degree in Accounting/Finance or as evidenced by having attained CPA certification. Master's degree a plus.

Eight (8) years of experience in accounting in order to demonstrate technical and professional skills.

Familiarity with healthcare environment a plus.

Previous management experience highly desirable.

Working knowledge of personal computer including significant experience with Microsoft Excel and Access, as well as Hyperion.

The interpersonal skills necessary to interact with all levels of hospital and corporate personnel and other external parties, frequently in situations that are sensitive and/or significant to the Hospital.

Apply online at

https://www.healthcaresource.com/unityhealth/index.cfm?fuseaction=search.jobDetails&template=dsp_job_details.cfm&cJobId=855685

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Driver Merchandiser- Class A Required
Talent Area : Transportation/Driver
Location : Alsip, IL, USA
Other Location :
Requisition Number : HV028238
Full or Part Time : Regular Employee FT

POSITION DESCRIPTION

Responsible for driving and delivery of pre-ordered product to assigned accounts and for rotating and stocking product.
Check accuracy and stability of the load.
Deliver products to customers.

Merchandise, display and rotate products according to company standards.
Invoice and collect monies due.
Pick up company property.
Secure company assets.
Ensure compliance with regulatory and company policies and procedures.
Settle all accounts daily.

High School diploma or GED preferred.
1-3 years of general work experience required.
1+ years of commercial driving experience preferred.
Local delivery experience preferred.
Prior grocery store and/or consumer products experience a plus.
Ability to operate a two or four wheel dolly.
Familiarity with DOT regulations.

Ability to work with minimal supervision.
Valid Class A or B Driver's License required.
Driving record within MVR policy guidelines required.
Must have the ability to repetitively lift, pull and push 50+ pounds, reach above head height, stand, walk, kneel, bend and reach.

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

Apply online at <http://www.enjoycareers.com/en/jobs/descriptions/driver-merchandiser-class-a-required-alsip-illinois-job-1-4419242>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Facilitator III

Department: Education & Guest Services

Status: Full Time

The Facilitator III will be responsible for supporting the development, delivery and maintenance of guest programs, with a focus on the Live Science Experience program. Could include, but not limited to visitor, community and school audiences. The Facilitator III will report directly to the Manager of Guest Programs.

Essential duties and responsibilities for the Facilitator III include, but are not limited to, the following: Deliver Guest programs.

—Perform live science experiences; including laboratory programs, science theater performances and demonstrations. —Adapt content material to meet the needs of each audience. In consultation with manager, research, develop, prototype and implement new guest programs. —Learn new live science experience content and delivery methods. —Assist with updating live science experience content and delivery methods. —Assist with research and development of new live science experience content and delivery methods. In consultation with manager, maintain guest programs.—Assist with posting of daily live science experience schedule. —Track and record daily live science experience attendance. —Organize materials for programs. —Organize space/s for programs. Assist in the monitoring of guest programs for quality assurance and relevance to applicable state and national education standards. Assist with training of new staff, volunteers and interns. Participate in peer reviews. Supervise volunteers and interns. Communicate with internal staff and external partners regarding program logistics. Participate as team member in assigned working groups and on various Museum teams. Maintain departmental responsibilities (meetings, email, phone, etc.) Assist with other guest programs as assigned.

Qualifications: The Facilitator III requires attention to detail, written and verbal communications skills, and exceptionally good professional judgment. Required qualifications are as follows: Bachelor's degree from a four-year college or university in science, education or related discipline. Candidates must have 1-2 years of prior teaching experience. Curriculum development experience a plus. Informal education experience also a plus. Individual must possess excellent verbal and written communication skills. Public speaking and improvisational skills necessary. Bilingual ability a plus. Candidates must have the ability to collaborate, work on multiple projects and meet deadlines. Candidate must be able to work weekends on a regular basis and some evenings.

How to Apply <http://www.msichicago.org/about-the-museum/jobs/opportunities/full-time/facilitator-iii/>

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

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Softlines Merchandiser job in CHICAGO

Requisition ID: 350609BR
Job Function: Customer Service
Employment Category: Regular, Part-time
Location: 1360 ASHLAND AVE NORTH CHICAGO, IL 606222220, US
Post Code: 60622-2220
Post Date: 07/01/2014
Business Unit: Stores - Kmart
Store: 04729: CHICAGO, IL

Provides "World Class" Member Service by surprising and delighting our members every day. Ensures basic and seasonal replenishment and merchandising and operational programs are established and maintained to improve sales and profitability in one or more department(s). Works in conjunction with the Department Lead in maintaining merchandise assortments and pricing integrity.

- Ensures customer care and selling are #1 priority
- Knows the store, services and location of merchandise. Tours area of responsibility and maintains visual appearance of department
- Makes eye contact, smiles and greets all customers that come within 10 feet. Demonstrates "take the customer to the merchandise" policy. Assists in handling and solving customer needs, issues or complaints
- Demonstrates strong skill set in suggestive selling techniques
- Ensures that promotional programs and Ads are maintained, signed and replenished for the entire event or ad
- Checks discounted clearance merchandise weekly and ensure that items are properly ticketed
- Supports all pricing, signing and display guidelines set by the pricing team
- Supports all layouts and unit integrity as set by the Data Integrity team
- Meets or exceeds the daily and hourly sales goals established for the department
- Supports Counter Detail Program
- Uses visual merchandising presentation to drive sales and maximize gross margin dollars
- Maintains unit integrity and pricing accuracy to prevent waste
- Keeps up to date on product knowledge, trends and seasonality that impacts assortment and merchandising
- Understands basic apparel standards in regards to rack and wall merchandising, colors, styles and signing
- Processes inbound freight and organizes per instructions
- Strong reading, writing, verbal, and arithmetic skills
- Ability to lift and move merchandise, typically a minimum of 20lbs., but could be as much as 100lbs.
- Ability to understand and follow verbal and written instructions
- Repetitive bending, lifting, stretching and reaching
- Positive and friendly demeanor
- Ability to be cross trained

EEO Employer

Apply online at <http://jobs.sears.com/career/311303/Softlines-Merchandiser-Illinois-IL-Chicago>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Cashier job in CHICAGO

Requisition ID: 350613BR

Job Function: Customer Service

Employment Category: Regular, Part-time

Location: 1360 ASHLAND AVE NORTH CHICAGO, IL 606222220, US

Post Code: 606222220

Post Date: 07/01/2014

Brand: Kmart

Business Unit: Stores - Kmart

Store: 04729: CHICAGO, IL

Responsible for providing excellent customer service, efficiently and accurately completing sales and service transactions at the cash wraps, as well as handle customer issues that may arise on the sales floor.

EEO Employer

Apply online at <http://jobs.sears.com/career/311300/Cashier-Illinois-IL-Chicago>

Hardlines Merchandiser job in CHICAGO

Requisition ID: 348626BR

Job Function: Customer Service

Employment Category: Regular, Part-time

Location: 3443 W ADDISON CHICAGO, IL 606184249, US

Post Code: 606184249

Post Date: 06/20/2014

Brand: Kmart

Business Unit: Stores - Kmart

Store: 03371: CHICAGO, IL

Provides "World Class" Member Service by surprising and delighting our members every day. Creates feature displays that maximize gross margin dollars. Uses visual merchandising presentation to drive sales. Maintains unit integrity and pricing accuracy to prevent waste. Maintains ordering for maximum sales potential. Trains and coaches direct reports.

EEO Employer

Apply online at <http://jobs.sears.com/career/309200/Hardlines-Merchandiser-Illinois-IL-Chicago>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Parts Runner Tech-(Chicagoland Area) job in CHICAGO

Requisition ID: 334723BR
Job Function: Operations
Employment Category: Regular, Full-time
State: Illinois (IL)
State or Province/City: CHICAGO
Location: 3443 W ADDISON CHICAGO, IL 606184249, US
Post Code: 606184249
Post Date: 06/18/2014
Brand: Sears
Business Unit: Home Services - Sears Home Improvement Products
Store: 03371: CHICAGO, IL
Seeking candidate in the Elk Grove Village area or Chicago address.

Job Summary:

The Parts Courier and Helper is responsible for providing delivery, shuttling necessary parts and supplies for service repair completion for Repair Technicians and performing on-the-job training tasks when working with a Break Technician on call types.

Job Duties/Responsibilities:

- Rides with or meets Break/Fix Technician at designated locations to assist with service calls when assigned
- Shuttles parts and supplies to Break/Fix Technician when applicable
- Works as a dedicated team member to ensure fast, flexible and expert service to every customer
- Maintains the highest level of service standards and communicates openly with District Technical Manager to assist as needed with resolving customer issues
- Looks for methods to improve business performance and enhance the customer experience
- Maintains truck and ensures maintenance schedules are within the Company guidelines (i.e., wash truck weekly, oil changes), and ensures tools and equipment are in safe operating condition
- Adheres to all Company policies and procedures
- Maintains inventory of parts which have been delivered
- Must be punctual and make no delay in deliveries
- Provides assistance with loading/unloading parts
- Performs other duties as assigned

EOE Minorities / Females / Protected Veterans / Disabled

Apply online at <http://jobs.sears.com/career/294107/Parts-Runner-Tech-Chicagoland-Area-Illinois-II-Chicago>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Restaurant Associate job in CHICAGO

Requisition ID: 351561BR

Job Function: Restaurant

Employment Category: Regular, Part-time

Location: 1360 ASHLAND AVE NORTH CHICAGO, IL 606222220, US

Business Unit: Stores - Kmart

Store: 04729: CHICAGO, IL

- Ensures customer care and selling are #1 priority
- Completes all required Occupational Safety and Health Administration (OSHA)/Right-to-Know training
- Knows the financial goals regarding sales, margin and shrink, and take steps to improve the Restaurant/Pizza Station in these areas
- Builds customer relationships by engaging in friendly conversation with all customers, making eye contact, smiling, greeting customers, and assisting customers with inquiries and issues
- Possesses knowledge of all areas of the store including specific locations of merchandise
- Assists in training restaurant associates and ensures completion of compliance training of all department associates
- Uses the 4-Step process to train associates: Tell, Show, Watch and Support
- Maintains a clean and efficient restaurant and work area and ensuring all associates working in the restaurant understand the importance of cleanliness in the food preparation department
- Demonstrates strong product and service knowledge and demonstrate proper procedures in the handling of food
- Makes sure to turn on all machines and ensures that they are functioning properly before the store opens
- Checks supplies on a regular basis and alert the Restaurant Lead if orders are needed and ensures that add-on sale displays (ex. Cotton candy and popcorn) are replenished as needed
- Understands all register functions including how to process all transactions and forms of tender
- Follows corporate guidelines relating to Merchandise Claims and Control (MC&C), Known-Loss Merchandise and Open/Empty Packages
- Responsible for providing food service according to industry food standards
- Replenishes soda and Ice machines as needed and ensures that the soda and Ice machines are cleaned on a continual basis
- Knows meets/exceeds the daily and hourly sales goals established for the restaurant/pizza station
- Ensures that the proper amount of dough is prepared before store opening to avoid having to make more during peak hours
- Keeps an accurate record of customer call-in orders ensuring that they are prepared in a timely manner
- Performs other duties as assigned
- Ability to have a positive and friendly demeanor
- Ability to be cross-trained
- Have strong verbal, writing, reading, and arithmetic skills
- Ability to understand and follow verbal and written instructions
- Demonstrate strong skill set in suggestive selling techniques
- Ability to lift and move merchandise, typically a minimum of 20lbs, but could be up to 100 lbs
- Ability to perform repetitive standing, walking, bending, lifting, stretching, and reaching
- Retail experience or equivalent. EEO Employer

Apply online at <http://jobs.sears.com/career/312070/Restaurant-Associate-Illinois-IL-Chicago>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903

sign up for daily job leads www.lashawnford.com

email job leads to workforce@lashawnford.com

please feel free to forward job leads to others



Overnight Ad Set Associate job in CHICAGO

Requisition ID: 350065BR

Job Function: Overnight/Off Hours

Employment Category: Regular, Part-time

Location: 5050 S KEDZIE AVE CHICAGO, IL 60632, US

Brand: Kmart

Business Unit: Stores - Kmart

Store: 03594: CHICAGO, IL

Prints sign batches, operational signs, requests signs and creates signs. Has strong knowledge of Retail Enterprise Suite (RES) signing standards and understands Sign Center standards including management of sign stock inventory. Ensures all event signing and sign collateral is available for implementation. Follows standards for setting weekly ads.

- Ensures customer care and selling are #1 priority
- Serves as subject matter expert for the Retail Enterprise Suite (RES) applications and processes and assists all store associates in learning RES applications and processes
- Demonstrates awareness of current and future ads and promotional events and ensures the signs are printed and available for timely implementation
- Prepares for promotional events, sets up ad displays and replenishes advertised merchandise as directed by management
- Places signs on merchandise, displays and other promotional locations in accordance with corporate signing standards
- Knows ad set standards and requirements
- Trouble shoots any issues with promotional signing to ensure signing accuracy
- Performs other duties as assigned
- Basic reading skills
- Ability to lift and move cleaning supplies, typically a minimum of 20lbs., but could be as much as 100lbs
- Ability to understand follow written and verbal instruction
- Ability to perform repetitive standing, walking, bending, lifting, stretching, and reaching
- Knowledge of RES application, related processes and standards
- Ability to be cross trained
- Must be 18 years of age or older

EEO Employer

Apply online at <http://jobs.sears.com/career/310686/Overnight-Ad-Set-Associate-Illinois-II-Chicago>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Technical Helper (Downtown Chicago, IL) job in CHICAGO

Requisition ID: 345603BR

Job Function: Repair/Installation

Employment Category: Regular, Full-time

Location: 3443 W ADDISON CHICAGO, IL 606184249, US

Post Code: 606184249

Brand: Sears

Business Unit: Home Services - In Home

Store: 03371: CHICAGO, IL

The Technical Helper is responsible for providing assistance to Service Technicians on repair calls and shuttling necessary parts and supplies for service repair completion.

Job Duties/Responsibilities:

- Rides with or meets Technician at designated location to assist on service call
- Follows directions from the Service Technician during service call
- Shuttles parts and supplies to Technician when applicable
- Provides courteous customer service
- Assists the Service Technician in the completion of the repair
- Adheres to all Company policies and procedures
- Performs other duties as assigned

Required Skills:

- Ability to aid physically the Service Technician in the handling of appliances or equipment to be repaired
- Ability to work variable and flexible hours, including overtime as needed
- Ability to handle stressful situations, and to work in a fast paced environment
- Ability to apply appropriate safety procedures and equipment to protect Company and customer assets
- Ability to communicate effectively with the Service Technician and customer
- Ability to read and utilize reports as needed
- Ability to read, write, and speak English
- Ability to maintain a professional appearance according to Company dress code
- Ability to follow ISO 9001:2000 process guidelines
- Ability to maintain regular and consistent attendance
- Ability to work well with others in a team environment to deliver high performance results
- Outstanding customer service skills
- Open to change, with the ability to implement change quickly and effectively
- Ability to convey a positive image of the Company in all actions and behaviors
- Excellent communication skills
- Good listening skills
- Ability to pass the pre-employment drug screen, criminal background check, and driver's license check
- Willing to submit to random drug testing, per Company policy

Preferred Skills: • Mechanical aptitude

Driver's License Required: Yes

Travel Requirements: 75%

Age Requirement: 18+

EOE Minorities / Females / Protected Veterans / Disabled

Apply online at <http://jobs.sears.com/career/307142/Technical-Helper-Downtown-Chicago-IL-Illinois-IL-Chicago>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903

sign up for daily job leads www.lashawnford.com

email job leads to workforce@lashawnford.com

please feel free to forward job leads to others



Home Appliance Laundry Technician (Downtown Chicago,IL) job in CHICAGO

Requisition ID: 345416BR

Job Function: Repair/Installation

Employment Category: Regular, Full-time

Location: 3443 W ADDISON CHICAGO, IL 606184249, US

Post Code: 606184249

Brand: Sears

Business Unit: Home Services - In Home

Store: 03371: CHICAGO, IL

This position is responsible for the repair of products in the customer's home. Products repaired include the following home appliances: Washers & Dryers, Gas & Electric Stoves, Microwave Ovens, Dishwashers, Trash Compactors, Garbage Disposers and other home appliances. This position provides timely and quality repairs of customers' products while maintaining high customer service. Additionally, technicians promote and sell additional products and services that directly impact the profitability of the company. We provide a service van, specialized tools, uniforms, laptop computer, cell telephone, and periodic training.

To provide the proper customer focus, the In-Home Service Technician must:

- Work as a dedicated team member to ensure fast, flexible and expert service to every customer
- Demonstrate a sense of urgency to meet customer time commitments
- Successfully complete all Technician II training elements within required timeframes
- Meet key performance metrics and/or productivity goals as defined by the business
- Provide knowledgeable and courteous repair service
- Continuously look for methods to improve business performance and enhance the customer experience
- Follow the Value Added Services Process (i.e., selling extended warranties, water filters, etc.) by effectively communicating the benefits to the customer
- Provide direction to a Technical Helper, as applicable
- Ability to receive truck stock at home if the company vehicle is retained at the technician's place of residence or other designated location.
- Mentor other technicians, as applicable
- Maintain truck stock inventory within the prescribed company guidelines and standards
- Follow the truck maintenance schedule and keep a clean, organized truck
- Adhere to all company policies and procedures
- Perform miscellaneous duties as assigned

EOE Minorities / Females / Protected Veterans / Disabled

Apply online at <http://jobs.sears.com/career/307053/Home-Appliance-Laundry-Technician-Downtown-Chicago-Il-Illinois-Il-Chicago>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others



Loss Prevention Associate job in CHICAGO

Requisition ID: 345992BR

Job Function: Asset Protection/Loss Prevention

Employment Category: Regular, Part-time

Location: 3443 W ADDISON CHICAGO, IL 60618, US

Post Code: 60618

Brand: Kmart

Business Unit: Stores - Kmart

Store: 03371: CHICAGO, IL

Jobs in this category responsible for providing excellent customer service, protecting company assets through activities in safety, inventory recovery, and internal and external theft. Loss Prevention associates assist with reduction of loss of inventory, time, and assets, monitors surveillance equipment, and apprehends shoplifting suspects.

Lead/Manager and Store Manger

- Monitors areas of visible shrink and assists in correcting deficiencies
- Assists in reporting and following up on customer accidents and assists to maintain a safe, clean store
- Assists in training store associates on proper safety procedures and equipment, loss prevention and shrink control measures/procedures
- Completes required inventories and audits at the request of the Store Manager and Loss Prevention Lead/Manager
- Works with Loss Prevention Lead/Manager utilizing loss prevention physical monitoring equipment
- Utilizes the Loss Prevention Information System and its reports
- Maintains a professional appearance and demonstrates a high level of confidentiality on internal integrity opportunities
- Accounts for and ships all outbound merchandise, including Genco/Vendor returns accurately and in accordance to Company policy
- Ensures all claims are processed and up to date on outbound merchandise deliveries
- Performs other duties as assigned
- Strong verbal, written and analytical skills
- One year retail experience, loss prevention experience or equivalent
- Must be able to make appropriate decisions in stressful situations
- Must be able to follow written and verbal instructions
- Repetitive bending, lifting, stretching and reaching skills
- Must be 18 years of age or older

EEO Employer

Apply online at <http://jobs.sears.com/career/306154/Loss-Prevention-Associate-Illinois-Il-Chicago>

4800 W. Chicago Avenue, Chicago, Illinois 60651
773.378.5902 fax 773.378.5903
sign up for daily job leads www.lashawnford.com
email job leads to workforce@lashawnford.com
please feel free to forward job leads to others