



ATTENTION!!

Job Title: Highway Maintainer - Hourly Snowbird

Agency: Transportation

Closing Date/Time: Mon. 09/22/14 4:30 PM Central Time

Salary: \$20.55 - \$20.55 hourly

Job Type: Full-Time

Location: Statewide, Illinois

Number of Vacancies: 100

Bid ID#: 2014/2015

Description of Duties/Essential Functions Benefits Supplemental Questions

These positions assist in the snow and ice removal along with other related duties during the winter months.

Minimum Requirements:

Must possess valid Class "A" or "B" CDL with "N" or "X" endorsement and with non-restricted air brakes.

Work Hours & Location/Agency Contact:

Positions are located statewide and are on-call during snow and ice emergencies.

How to Apply:

Please visit: <http://www.idot.illinois.gov/about-idot/employment-opportunities/employment/index> to view the entire job posting and to download an application.

Each posting indicates where to submit the application, and indicates a contact name and telephone number.

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Job Title: Highway Maintainer - INFORMATIONAL POSTING

Agency: Transportation
Closing Date/Time: Continuous
Salary: \$4,460.00 / Month
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: 1

Minimum Requirements: Education and Experience: Requires knowledge, skill and mental development equivalent to completion of eight years of elementary school. Possession of a Class A commercial drivers license with appropriate endorsements, including air brakes. One year driving experience immediately preceding appointment free of incidents with could result in license suspension or revocation. Knowledge, Skills and Abilities: Requires working knowledge as a laborer, preferably in highway construction, maintenance work, farming, or the building trades. Elementary knowledge of highway maintenance or construction work and materials. Skill in the use of hand tools and operation of maintenance equipment. The ability to perform arduous physical labor. Ability to understand and carry out oral and written instructions. Ability to gain and maintain productive working relationships.

Under State law, qualified veterans are entitled to points added to a passing grade and appointment preference. Please Note: Illinois National Guard/Reserves non-activated only receive points added to a passing grade. All veterans will be required to submit a certified copy of their DD214/DD215 as proof of service at the time of application.

Work Hours & Location/Agency Contact:
Work Hours and Location vary with each position

This is ONLY an Informational Posting intended to let interested persons know the requirements they must meet before being eligible for a Highway Maintainer position. Those requirements are: 1st-must possess Class "A" CDL (must have before testing) 2nd- contact Central Management Services for testing times (please see "how to apply" section of posting for CMS phone number) 3rd- take the Highway Maintainer test an obtain a grade in order to be placed on the Listing of Eligible's for that title

If you still have questions regarding this process please contact:
Illinois Department of Transportation Bureau of Personnel Management (217) 782-5594
How to Apply: This position requires a grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information you may contact the agency contact listed above OR by contacting CMS at (217) 782-7100, (217) 785-3979 (TTD/TTY), (800) 526-0844 (TTY Only)

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Administrative Coordinator - Region 9

Able's Indiana Region 9 program has a newly created position in its Columbus, Indiana office for a service-oriented professional to provide administrative support to the, management staff, and service delivery personnel in Region 9. This position is also responsible for maintaining files and other information to ensure compliance with all funder, federal, state and local government regulations.

Responsibilities:

- Collaborates with the Quality Assurance Coordinator to ensure contractual administrative requirements are met.
- Prepares and distributes meeting invitations, tracks attendance, takes meeting minutes and coordinates official Board and Committee meetings.
- Maintains official Board and Committee member contact lists.
- Maintains an accurate calendar of schedules, Board and Committee meetings, and appointments. Tracks appointments of all staff and keeps staff apprised of daily changes.
- Assist with reviewing and monitoring Reg 9 expenditures for accuracy.
- Collects, prepares and monitors check requisition and associated documentation and submits completed documents to appropriate departments for approval.
- Tracks, monitors and organizes marketing, collateral material for use at events (e.g., resource fair, and job fair materials.
- Performs other duties as required and/or assigned

Qualifications:

- High school diploma or equivalent with some college course work preferred
- Minimum of 2 years work experience in an administrative function ideally in a social services environment.
- Excellent communication oral, written and interpersonal skills to effectively interact with a variety of individuals.
- Advanced proficiency with Microsoft Word, Outlook, Excel, Word and PowerPoint and the internet
- Outstanding organizational abilities with consistent, reliable follow-through to achieve deadlines
- Strong quantitative abilities with sharp attention to detail and high level accuracy to ensure work is comprehensive, accurate and timely.
- High initiative and flexibility to effectively multi task and work within a dynamic, fast-paced, sometimes stressful work environment.
- Service-oriented team player who is adept at working both collaboratively and independently.
- Able to work with a high degree of confidentiality.

To Apply:

Please submit resume, cover letter and salary history to: careers@nationalable.org

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Career Coach - Employment/Placement - Pilsen

Newly created position in our Pilsen Workforce Center for an experienced sales oriented social service professional who will assist our clients secure employment. Incumbent will be responsible informing for seeking out & promoting Able's services and clients to employers; assisting them with their staffing needs by coordinating hiring events, identifying and screening qualified clients for job openings; insuring clients are job-ready to interview for positions; placement and follow-up/retention efforts. Performance in this role will be measured by the number of successful placements of clients into new positions.

Qualifications:

- Bachelor's degree from an accredited college or university preferably in social work, psychology or related social services discipline.
- Minimum 1-2 years' experience in social services, counseling, or related field. Prior experience with government-related employment programs (TAA, WIA) highly desirable
- Excellent written, verbal, and interpersonal communication skills.
- Computer literate- Microsoft Outlook, Word, Excel
- Superior service-orientation to interact effectively and develop rapport with employers as well as a diversified client population.
- Strong organizational skills and attention to detail, ability to Team player who can also take initiative and work independently.
- Must be able to multi-task; meet deadlines and demonstrate consistent, reliable follow- through
- Occasional local travel to meet employers, attend job fairs, association meetings, etc. as well as possible evening/weekend hours when necessary.

Please submit resume, cover letter and salary history to:

careers@nationalable.org

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Client Services Representative (CSR) - DuPage, Kane and Will Counties, Located in Lisle, Illinois

The CSR is responsible for all aspects of the Senior Community Service Employment Program (SCSEP) administration for his/her assigned geographical area (DuPage, Kane and Will County), including participant recruiting, assessment, individual employment plan development, host agency training placement, enrollment in supportive services, assistance with job search and ongoing follow up and retention efforts following program exit.

The CSR will also be responsible for host agency relations and community outreach activities for the program and the agency.

Qualifications:

- Must have Bilingual skills (Spanish) •Bachelor's degree in social services, psychology or related field.
- Minimum 2-4 years social service program management experience ideally in an employment/training setting and/or working with seniors.
- Demonstrated computer proficiency with Microsoft Office. Illinois Skills Match and/or other employment database software systems and other standard office equipment.

Knowledge and Experience:

- Prior experience with government-related employment programs beneficial
- Excellent communication (oral and written) who can work collaboratively as well as independently and when necessary, resolve conflicts with diverse personnel from all socio-economic backgrounds.

Travel & Other Requirements:

- Must be able to travel regularly throughout assigned region, weekly meetings at National Able Network headquarters in Chicago, as well as other meetings, seminars and conferences held out of state.

Please submit resume, cover letter and salary history to:

careers@nationalable.org

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Sign Maker / Hanger (\$23.97 / Hour)

- o High school graduate or equivalent is required.
- o Ability to spell and differentiate colors.

- o A valid class "A" CDL driver's license with air brakes, Tanker and Combination endorsement is required.
- o Must be able to work in an elevated position on a ladder or lift truck and on elevated structures.

- o Ability to lift and carry 50 - 100 pounds.
- o Have knowledge of and familiarity with the Manual on Uniform Traffic Control Devices (MUTCD).

- o Ability to perform in an outside environment in all types of weather.
- o Must be available to participate in Snow & Ice Control Operations including mandatory overtime as required by Storm Conditions.

- o Must pass written test in order to qualify for interview.

NEW UPDATE TO APPLICATION PROCESS:

"As of September 10, 2014, the Tollway will begin using an on-line application system to assist prospective and current employees in the job application process. This system will allow users to create an individual account, create and maintain a profile of education, experience and certifications, identify job interest categories, search for open positions, and submit job applications. This system will automatically notify users of recently posted jobs based on the job interest categories chosen.

To apply for a posted position or to create a "Job Interest Card," applicants should visit the Tollway's website, www.illinoistollway.com.

Completed applications may be mailed to the Tollway or dropped off in person at the agency's Downers Grove headquarters between the hours of 8 a.m. and 4:30 p.m., Monday through Friday. All applications must be received within the dates indicated on the job posting."

The completed Illinois Tollway Employment Application is due September 23rd, 2014 and can be completed on our on-line application system, which can be found at the www.illinoistollway.co under 'Employment Opportunities', or mailed or hand-delivered to Human Resources, 2700 Ogden Avenue, Downers Grove, IL 60515.

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Warehouse Manager (\$80,000 - \$100,000 / Annually)

- o A high school diploma or equivalent is required.
- o Excellent knowledge of Microsoft Word, Excel, and Outlook is required.
- o Attention to detail is required.
- o Excellent verbal and written communication skills are required.
- o Ability to interact effectively with various levels of management and to communicate well with staff and vendors is required.
- o Ability to compose memos and reports is required.
- o Ten (10) years of warehouse inventory security, control, and asset management are required.
- o Relevant experience in managing a warehouse operation from planning to acquisition to distribution and disposition of surplus equipment is required.
- o Five (5) years or more of demonstrable relevant experience of a high degree of skill in accounting for property at a central location is required.
- o A valid Illinois Driver's license is required.
- o The selected candidate for this position will be required to be on call for emergency situations and overtime will be required.
- o Experience in administering labor-related contract obligations for several groups of union employees is required.

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Sales Floor Team Member

Date: 09/09/2014

Location: Chicago, IL

Job Number: 3738036

Description:

Provide fast, fun and friendly service. |Maintain a clean, great-looking store. |Train new team members. |Deliver accurate product placement, pricing and labels. |

Requirements: Learn new technology. |Neatly arrange items on shelves. |Move merchandise using proper equipment and techniques. |Act quickly to resolve guest concerns. |Cross train and work in other areas of store as needed. |Quickly and accurately scan and bag all items and collect payment. |

Benefits: Target merchandise discount. |Competitive pay. |Flexible scheduling.

Apply online at <http://jobs.target.com/chicago/store-hourly/jobid5671575-sales-floor-team-member-jobs>

Backroom Team Member

Date: 09/09/2014

Location: Chicago, IL

Job Number: 3612674

Description:

Keep merchandise organized and accessible. |Work as part of a fast, fun and friendly Backroom team. |Maintain a clean, great-looking store. |Quickly and accurately respond to merchandise requests. |

Requirements: Help drive sales by pulling merchandise quickly and accurately. |Place items on shelves and sales floor. |Move merchandise using the proper equipment. |Use technology to read instructions and enter information. |Work independently. |Use excellent planning and organizational skills. |

Benefits: Target merchandise discount. |Competitive pay. |Flexible scheduling.

Apply online at <http://jobs.target.com/chicago/store-hourly/jobid5524687-backroom-team-member-jobs>

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Cashier Team Member

Date: 09/07/2014

Location: Chicago, IL

Job Number: 3774052

Description:

Provide fast, fun and friendly checkout service. |Resolve guest concerns in a positive, helpful manner. |Work as part of a team. |Know REDcardSM messaging and solicit guest registrations. |

Requirements: Use excellent guest service skills. |Handle money, refunds and exchanges. |Learn new technology. |Read labels and other product information. |Cross train and work in other areas of store as needed. |Quickly and accurately scan and bag all items and collect payment1. |

Benefits: Target merchandise discount. | Competitive pay. |Flexible scheduling.

Apply online at <http://jobs.target.com/chicago/store-hourly/jobid5829945-cashier-team-member-jobs>

Starbucks Team Member

Date: 09/07/2014

Location: Chicago, IL

Job Number: 3696374

Description:

Deliver a fast, fun and friendly Starbucks experience. |Prepare beverages according to Starbucks specifications. |Follow Food Safety standards and maintain a clean store. |Greet customers with a groomed appearance and full uniform. |

Requirements: Maximize sales by preparing the right menu items at the right times .|Follow Starbucks guidelines for presentation and display. |Read and follow directions on labels, menus and recipes. |Act quickly to resolve guest concerns. |Cross train and work in other areas of store as needed. |Quickly and accurately scan and bag all items and collect payment. |

Benefits: Target merchandise discount. | Competitive pay. |Flexible scheduling.

Apply online at <http://jobs.target.com/chicago/store-hourly/jobid5658443-starbucks-team-member-jobs>

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Cart Attendant Team Member

Date: 09/07/2014

Location: Chicago, IL

Job Number: 3769482

Description:

Keep carts clean, dry and available. |Keep store and restrooms clean. |Maintain clean, great-looking outside areas. |Resolve guest concerns quickly and professionally. |

Requirements: Move carts, lift heavy items and use a ladder. |Use excellent guest service skills. |Neatly arrange items on shelves. |Work well outside in varying weather. |Cross train and work in other areas of store as needed. |Quickly and accurately scan and bag all items and collect payment. |

Benefits: Target merchandise discount. |Competitive pay. |Flexible scheduling.

Apply online at <http://jobs.target.com/chicago/store-hourly/jobid5829799-cart-attendant-team-member-jobs>

Food Service Team Member

Date: 09/07/2014

Location: Chicago, IL

Job Number: 3772283

Description:

Deliver a fast, fun and friendly Food Service experience. |Prepare a fresh, quality product every day. |Follow Food Safety standards and maintain a clean dining area. |Offer guests great-looking food presentation. |

Requirements: Maximize sales by producing the right menu items at the right time. |Partner with Food Team members to keep menu items stocked. |Rotate menu items as necessary for maximum freshness. |Read and follow directions on labels, menus and recipes |Cross train and work in other areas of store as needed. |Quickly and accurately scan and bag all items and collect payment. |

Benefits: Target merchandise discount. |Competitive pay. |Flexible scheduling.

Apply online at <http://jobs.target.com/chicago/store-hourly/jobid5829666-food-service-team-member-jobs>

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Merchandise Flow Team Member

Date: 09/04/2014

Location: Chicago, IL

Job Number: 3759133

Description:

Deliver a great-looking, fully-stocked sales floor. |Offer a fast, fun and friendly guest experience. |Maintain a clean, clutter-free work area. |Quickly respond to all team member requests. |

Requirements: Lift 40 pounds and assist with heavy merchandise lifts. |Move merchandise using the proper equipment. |Use technology to read instructions and enter information. |Work independently. |Drive sales by quickly and accurately placing items on store shelves. |Use excellent planning, organizational and numerical skills. |

Benefits: Target merchandise discount. |Competitive pay. |Flexible scheduling.

Apply online at <http://jobs.target.com/chicago/store-hourly/jobid5810138-merchandise-flow-team-member-jobs>

Valet Parking Attendants Needed!

Metropolitan Valet

1467 N Elston #202 Chicago, IL

Goose Island, Noble Square

Job ID: 8501947

Job Type: Part Time

Shift Type: Morning, Afternoon, Night, Overnight

Compensation: \$10.00hr + tips

Experience: 1-3 Years

References: Preferred

No walk-ins or phone calls will be considered. Please apply online

Requirements:

*At least 18 years of age *1 year minimum of previous valet experience

*Clean driving record and valid Illinois drivers license *Able to drive manual transmission vehicle *Able to work in all weather conditions

*For insurance purposes, must be able to pass criminal background check and drug screening *Reliable, proactive, and well groomed

Apply online at <http://www.shiftgig.com/job/chicago/il/valet-attendant-job-openings-at-metropolitan-valet-8501947>

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Job Title: Clinical Laboratory Technician I

Agency: Human Services

Closing Date/Time: Mon. 09/22/14 4:00 PM Central Time

Salary: \$3,124.00 - \$4,402.00 monthly

Job Type: Part-Time

Location: Lake County, Illinois

Number of Vacancies: 1

Plan/BU: RC009

Bid ID#: 10-70-14-0051

Description of Duties/Essential Functions Benefits Supplemental Questions
Performs a variety of exams and tests including white blood count tests, H & H tests, platelet counts, CBC tests, clinical chemistry tests, electrolyte analysis, occult blood stool/gastric tests, urine and microscopy exams and glucose studies to determine the components of blood, feces, urine, spinal fluid, sputa, tissue or other specimens; draws blood samples, compiles collected data and prepares for professional interpretation and maintains a file of laboratory tests. Maintains a clean and sterile working environment of laboratory machinery and equipment by properly disposing of bio-hazard materials; prepares and submits laboratory commodity and equipment needs on a quarterly basis or as requested.

Minimum Requirements:

Requires education and experience equivalent to an Associate's Degree with courses in life sciences, supplemented by (2) years medical laboratory experience.

Work Hours & Location/Agency Contact: Monday through Friday 6:00am - 10:00am. (4 hours each day). Or hours as needed and requested by medical department.

Betty Vallier

Ann M. Kiley Center 1401 W. Dugdale Road Waukegan, IL 60085

fax: 847-249-0722

How to Apply:

To apply: Submit a CMS100 application to Ann M. Kiley Center (as shown above) before COB on the last day of posting. Also, submit a CMS100 application to Central Management Services (address on application).

This is a closed grading testing - you will be notified once the exam is opened, and you will be advised where to go for testing to obtain a qualifying grade.

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Automotive Technician (ASE Certified Mechanic) - Bedford Park

Job ID 2014-119460

Category Automotive - ASE Certified Mechanic

Location US-IL

Area Chicago Midway Airport

Overview:

Enterprise Holdings has an exciting opportunity for an ASE Certified Automotive Technician. The Automotive Technician performs car service, repair, preventive maintenance, in-fleeting service, and vehicle reconditioning service according to company policy and procedures. This position requires the exercise of reasonable judgment and initiative. Performs all responsibilities with a focus on the needs of our customers and in accordance with our Quality Standards.

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

Qualifications:

Must be at least 18 years of age.

High School Diploma / G.E.D.

Two years of automotive technical training at an accredited technical or trade school required, OR a minimum of three years of technical experience in an automotive repair shop servicing current model vehicles required.

Must have ACR134A - Air Conditioning Recycling certification

4 current and valid ASE certifications required.

Must have a current and valid driver's license with no more than 1 moving violations and/or at-fault accidents on driving record within the past 3 years.

No drug or alcohol related convictions on driving record within the past 5 years (DUI/DWI).

Requires ownership of standard hand tools to perform repairs and maintenance on current vehicles (produced in the last 5 years).

Must have experience using repair shop testing and service equipment.

A minimum of basic level experience and understanding of a PC and Microsoft Office Products required.

Must be able understand, read, write, and speak English.

Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future.

Understanding of GM, Ford, Toyota, and Chrysler warranty procedures is a plus.

GM tech line experience preferred with all GM certification and training.

Apply online at <https://us-erac.icims.com/jobs/119460/automotive-technician-%28ase-certified-mechanic%29---bedford-park/job>

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CDL Bus Driver - Full Time - O'Hare International Airport - Late Afternoon Shift including Weekends

Job ID 2014-115896

Category Transportation - All Positions

Location US-IL-Chicago

Area Chicago O'Hare Intl Arpt

Overview:

National and Alamo has an exciting opportunity for a CDL Bus Driver. The Bus Driver provides superior, friendly, efficient service during the rental car process, transporting customers to and from the rental facility in a safe and timely manner. Establishes and maintains clear communications with other bus operators and management team to ensure a consistent, superior level of customer service. Performs all responsibilities with a focus on the needs of our customers and in accordance with our Quality Standards.

We are subject to certain Department of Transportation Requirements:
Requires a Commercial Driver's License (CDL) with Passenger and Air Brake Endorsements. Candidate will be required to submit to and successfully complete a D.O.T. medical examination and pre-employment drug test.
May drive a maximum of 10 hours after 8 consecutive hours off duty.
You may not work more than 70 hours in 8 consecutive days.

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

Qualifications:

Must be at least 25 years of age
High School Diploma or G.E.D. required
Minimum of 1 year bus driving experience transporting passengers
Must have a Illinois Commercial Driver's License
Must be able to lift a minimum of 50 lbs to assist customers with luggage
CDL Driver's License Passenger and Brake Endorsement
No more than 1 moving violations and/or at-fault accidents on driving record in the past 3 years, and no drug or alcohol related convictions on driving record in the past 5 years (ie., DUI/DWI)
Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future.
Must be able to work the following shift/schedule: Afternoons 3:30pm-12am including weekends. Shift may vary throughout the year.

Apply online at <https://us-erac.icims.com/jobs/115896/cdl-bus-driver---full-time---o%27hare-international-airport---late-afternoon-shift-including-weekends/job>

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Part Time Building Support Staff / Custodian Day Shift and Weekends

Job ID 2014-109775

Category Other - Other

Location US-IL

Area Chicago O'Hare Airport

Overview:

Enterprise Holdings has an exciting opportunity for a Building Support Staff / Custodian. The Building Support Staff / Custodian handles repairs, preventive maintenance, and grounds maintenance of all on-site buildings and grounds. Maintains appearance and cleanliness standards for all of the buildings and customer service areas, as well as certain lot areas. Performs all responsibilities with a focus on the needs of our customers and in accordance with our Quality Standards.

Responsibilities:

Maintain clean, professional looking buildings and grounds at all times.

Maintain clean, professional bathrooms and customer waiting areas.

Perform building and grounds maintenance and litter removal, light landscaping and clean-up, irrigation maintenance and light repairs, weather related maintenance, such as snow removal, and all related tasks.

Perform duties in customer service areas during business hours and contribute to the quality of customer service.

Perform other related jobs as required.

Follow verbal and written instruction.

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

Qualifications:

Must be at least 18 years of age.

Experience handling building support responsibilities is preferred.

Must be currently eligible to work in the U.S. and not require sponsorship now or on the future.

Must be willing to work for \$9.00/hour

Must have a valid driver's license with no more than 1 moving violations and/or at-fault accidents on driving record within the past 3 years, and no drug or alcohol related convictions on driving record within the past 5 years (DUI/DWI).

Must be able to work day shifts including weekends: shifts will include an 1/2 hour unpaid lunch.

Apply online at <https://us-erac.icims.com/jobs/109775/part-time-building-support-staff---custodian-day-shift-and-weekends/job>

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Part-Time Service Agent (Car Detailer) - Chicago - Cragin

Job ID 2014-122377

Category Customer Service/Support - Service Agent

Location US-IL

Area Chicago: North Suburbs

Overview:

The Service Agent cleans vehicles inside and out (vehicles may be cleaned by hand or by operating washing equipment). The Service Agent also performs regular maintenance (non-mechanical services), moves vehicles, and performs other duties assigned by the manager, all completed in a safe and timely manner.

The position is based at 3057 N. Cicero Ave., Chicago, IL 60641

Benefits included with this position are:

- *Fun and friendly environment
- *401k and Profit Sharing with employer contribution
- *Car Rental Discounts
- *Vehicle Purchasing Discounts
- *Earned Paid Days Off (after one year of cumulative service) Finish

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

Qualifications:

Must be at least 18 years old

Must have 1 year of prior work experience

Must have a valid driver's license with no more than 1 moving violation and/or at-fault accident on driving record in the past 3 years

No drug or alcohol related conviction on driving record in the past 3 years

Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future.

Must be willing to work for a non-negotiable wage of \$9.00/hr.

Apart from Religious observances you must be able to work the following schedule:

Monday - Friday: 7:00am - 12:00pm

Apply online at https://us-erac.icims.com/jobs/122377/*part-time-service-agent-%28car-detailer%29---chicago---cragin/job

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Part Time Sr. Customer Assistance Representative -Skokie/Evanston

Job ID 2013-92199

Category Customer Service/Support - Customer Service/Support

Location US-IL

Area Chicago: North Suburbs

Overview:

The Customer Assistance Representative Sr (CAR Sr) will provide a high level of customer service by assisting both internal and external customers, primarily face-to-face, supporting their branch and rental needs. The CAR Sr will gain knowledge through local training and hands-on experience to provide administrative support, service customers, and act as a rental back-up in a large home city branch or airport location.

This is a part-time position that pays \$9.50/hr.

Benefits included with this position are:

- *Fun and friendly environment
- *On The Job Training in a Professional Work Environment
- *401k and Profit Sharing with employer contribution
- *Car Rental Discounts
- *Vehicle Purchasing Discounts
- *Earned Paid Days Off (after one year of cumulative service)

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

Qualifications:

Must have 1 year of customer service experience in a professional setting

Prefer experience working in a sales environment

Must have a valid driver's license with no more than three moving violations and/or at-fault accidents on driving record in the past three years.

No drug or alcohol related convictions on driving record in past 3 years (ie., DUI/DWI).

Must be at least 18 years old.

Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future.

Apart from religious observances, preferred work schedule:

Monday-Friday: 7:30AM-12:30PM or 2:00PM-6:00PM

Saturday: 8:30AM-12:30PM (every other)

Sunday: 9:30am-1:30pm

Apply online at <https://us-erac.icims.com/jobs/92199/part-time-sr.-customer-assistance-representative--skokie-evanston/job>

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Full Time Bus Maintenance Technician (Oil, Lube, & Tire Technician)

Job ID 2014-122271

Category Automotive - Maintenance Technician - Oil, Lube, & Tire Technician

Location US-IL-Chicago

Area Chicago O'Hare Intl Arpt

Overview:

National and Alamo has an exciting opportunity for a Maintenance Technician. The Maintenance Technician performs car service, repair, preventive maintenance, in-fleet service, and buy back/turn back service according to company policy and procedures. This is a position of routine difficulty requiring the exercise of reasonable judgment and initiative. Performs all responsibilities with a focus on the needs of our customers and in accordance with our Quality Standards.

This position is Full-Time (based on a 40 Hour work week)

This position is located at O'Hare International Airport.

Responsibilities:

Ensure all repairs and preventative maintenance are completed according to the manufacturer's specifications and guidelines.

Provide safe and reliable buses upon completion of repairs and preventative maintenance.

Perform in-fleet servicing on buses according to company procedures as required.

Perform buy back/turn back servicing according to company procedures as required.

Perform vehicle servicing/repairing to maintain company standards; maintain Out-Of-Service at or below 2%. Maintain safe and clean work area.

Perform other related duties as required.

Equal Opportunity Employer - Minorities/Women/Veterans/Disabled

Qualifications:

Requires a minimum of 1 year experience changing oil and performing tire rotations on DOT buses.

Requires ownership of standard hand tools to perform basic maintenance and repair responsibilities.

Must have a valid driver's license with no more than 1 moving violation and/or at-fault accident on driving record within the past 3 years.

Must be able to understand, read, write, and speak English.

Must be willing to accept starting pay of \$13.00/hour.

Apply online at <https://us-erac.icims.com/jobs/122271/full-time-bus-maintenance-technician-%28oil%2c-lube%2c-%26-tire-technician%29/job>

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Job Title: Account Executive

Auto req ID 19080BR

Job Type Full Time

CBS Business Unit CBS Radio

Station WJMK-FM

Market Chicago

IL-Chicago

Job Description

104.3 KHITS Chicago is looking for experienced sales professionals to develop and sell integrated marketing solutions to new and existing clients. Responsibilities include soliciting new business through prospecting and cold calling, managing and growing existing assigned accounts/budgets, identifying clients' advertising needs and developing and presenting customized solutions to meet those needs. These individuals are also held accountable for achieving sales budgets and collecting on the accounts. Required Qualifications Successful candidates must possess exceptional communication, presentation and negotiation skills. They must be self motivated, goal driven, and creative, with the ability to multi-task in a fast paced environment, To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. All employees are expected to bring a positive attitude to the work place and be cheerful, cooperative and productive.

Achieve sales goals as defined by management

Sell and service existing accounts

Develop customized presentations of the highest quality for new and existing accounts

Develop and grow relationships at multiple levels of the customer's organization in order to guarantee

Maintain call volume of no less than 10 face to face meetings per week

Understand and be knowledgeable of all CBS Radio Chicago capabilities including but not limited to everything on air, online, promotions/events, and mobile.

Accurately forecast revenue on a rolling three-month basis

Entertain clients, including some weekend and evening work

Adhere to station policies regarding pricing, merchandising, commercial content, competitive product protection, etc. and monitor competition with the highest degree of integrity and ethics

EEO Statement Equal Opportunity Employer Minorities/Women/Veterans/Disabled

Apply online at

https://sjobs.brassring.com/1033/ASP/TG/cim_jobdetail.asp?SID=^yxOyfEm2zI9Occtmuar/uslC1axnPraOd/e/ZDpZeJbj5WgF0h62FqFAiJX7snII&jobId=485393&type=search&JobReqLang=1&recordstart=1&JobSiteId=5129&JobSiteInfo=485393_5129&GQId=0

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Part-Time Front Desk Agent- Candlewood Suites Naperville - Warrenville, IL

Company: Candlewood Suites

Employee Type: Part-Time

Location: Warrenville, IL

Job Type: Admin - Clerical

Experience: Not Specified

Date Posted: 9/10/2014

Job: Reservations -United States

Job ID: WAR000416-EN

Do you see yourself as a Front Desk Agent?

What's your passion? Whether you're into tennis, shopping or karaoke, at IHG we're interested in YOU. At IHG we employ people who apply the same amount of care and passion to their jobs as they do their hobbies - people who put our guests at the heart of everything they do. And we're looking for more people like this to join our friendly and professional team.

We currently have an opportunity available as a Part-Time Front Desk Agent at our Candlewood Suites Chicago/Naperville property in Illinois.

This position will check-in/check-out hotel guests in a timely and professional manner; and process all payments according to established procedures.

****Preferably with experience, but not required.****

Salary Range: \$10.00 - 11.00/Hourly

Job Requirements

High School diploma or equivalent, plus one year front desk/guest service experience, extended stay hotel experience preferred. Other Information - Some college preferred. May be required to work nights, weekends, and/or holidays.

In return we'll give you a competitive financial and benefits package which may include healthcare support, dental, vision, disability and life insurance support, and a matching 401k plan. Hotel discounts worldwide are available as well as access to a wide variety of discount programs and the chance to work with a great team of people. Most importantly, we'll give you the room to be yourself.

IHG is an equal opportunity employer Minorities / Female / Disabled / Veterans

Apply online at <http://ihg.jobs.net/job/Part-Time-Front-Desk-Agent-Candlewood-Suites-Naperville-Warrenville-IL/J3G1T973ZYMF2GP27FL/>

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