



Job Title: Executive I - Opt N1

Agency: Healthcare & Family Services

Closing Date/Time: Mon. 09/29/14 5:00 PM Central Time

Salary: \$4,377.00 - \$6,581.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Bid ID#: BC0291

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direction, executes, controls and implements policies and procedures to recover monetary amounts owed to the State from personal injury settlements made to clients, with the last name in the alphabetical range of Sp-Z; confers with and makes recommendations to management staff regarding the resolution of personal injury claims; serves as liaison with attorneys to determine that status of personal injury claims and determines amounts of settlement; interprets the Department's statutory personal injury authority and related polices to attorneys, insurance company representatives, and state legislators relative to obtaining settlements; initiates and reviews the referrals of all case documentation to the Assistant Attorney General of settlement in cases where adjudication for personal injury lien settlements is necessary.

Minimum Requirements: Requires knowledge, skill and mental development equivalent to the completion of four years of college, preferably with course work in business or public administration. Requires one year of responsible administrative experience in a public or business organization.

Work Hours & Location/Agency Contact: Work Shift: 8:30 a.m. - 5:00 p.m.

Location: Bureau of Collections

Technical Recovery Section 401 South Clinton - 5th Floor Chicago, Illinois 60607

Contact Person: Mary Alsup

Bureau of Collections 2200 Churchill Road Springfield, Illinois 62702

217-782-1348 Office 217-557-4302 Fax

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

Option N1 - Healthcare & Family Srvs

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Job Title: Health Facilities Surveillance Nurse

Agency: Public Health

Closing Date/Time: Mon. 09/29/14 5:00 PM Central Time

Salary: \$5,189.00 - \$7,056.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC023

Bid ID#: IDPH 69327

Description of Duties/Essential Functions Benefits Supplemental Questions
Under general supervision of the Regional Field Supervisor, conducts surveys, investigations and monitoring visits of long-term care facilities to determine compliance with State Licensure requirements and/or Federal Medicare/Medicaid certification regulations. Prepares licensure and certification survey/investigation forms, memoranda and reports of findings.

Minimum Requirements:

Requires graduation from an approved nursing education program resulting in an associate or a diploma degree in nursing and three years of professional nursing experience or, a bachelor's degree in nursing and two years of professional nursing experience or, a master's degree in nursing. Requires licensure as a Registered Nurse in the State of Illinois. Requires excellent computer skills and work experience in word processing. Extensive travel required/possession of a valid driver's license.

Work Hours & Location/Agency Contact:

Work Hours & Location: 4 Day Work Week

Office of Health Care Regulation

Division of Long Term Care Field Operations - Bellwood Region

4212 W. St. Charles Bellwood, IL

Agency Contact: Office of Human Resources

535 W. Jefferson St. 4th fl Springfield, IL 62761

Phone: 217-785-2031 Fax: 217-785-2038

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: Licensed Practical Nurse I

Agency: Veterans Affairs
Closing Date/Time: Continuous
Salary: \$3,063.00 - \$4,316.00 monthly
Job Type: Full-Time
Location: Kankakee County, Illinois
Number of Vacancies: 1
Plan/BU: RC009
Bid ID#: 34-50-14-Cont.

Description of Duties/Essential Functions Benefits Supplemental Questions
Carries out assigned nursing procedures; administers medication, injections, and treatments; takes and records temperature, pulse, respiration and blood pressure; apply and change simple bandages, monitors catheterizations, IV's and transfusions. Observes, records and reports to physicians and registered nurses or supervising nurse the symptoms, reactions and changes in condition of patients. Demonstrates self care activities. Assist patients with activities of daily living. Performs general range of motion exercises with member. Provides emotional and physical comfort. Serves as non-supervisory resource person to less experienced staff providing guidance relative to nursing techniques.

Minimum Requirements:

Requires Illinois license as a practical nurse. Requires one year of practical nursing experience. Requires extensive knowledge of practical nursing theory and practice. Requires ability to apply simple nursing techniques as delegated by a physician or professional nurse. Requires ability to provide guidance and leadership to other nursing personnel and promote effective patient interactions. This title is an Upward Mobility target title.

Work Hours & Location/Agency Contact: Varying Shifts and Schedules
IL Veterans' Home 1 Veterans Drive Manteno, IL 60950
Human Resources 815-468-6581 Ext. 328

How to Apply:

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Job Title: Office Clerk - Opt 1

Agency: Human Services

Salary: \$2,694.00 - \$3,311.00 monthly

Job Type: Full-Time

Location: Statewide, Illinois

Number of Vacancies: 1

Bid ID#: A-HCD Continuous

Description of Duties/Essential Functions Benefits Supplemental Questions
Under general supervision, verifies the accuracy of authorizations of assistance; posts case status changes to financial control cards; processes authorizations and submits them to Springfield and according to strict time schedule; maintains control on case actions to be taken by casework staff.

Minimum Requirements:
Requires knowledge, skill and mental development equivalent to completion of high school. Requires one year of clerical experience.

Work Hours & Location/Agency Contact:

Work hours: 8:30 am – 5:00 pm

Contact:

Employee Services, HCD
100 South Grand Avenue East, 3rd floor
Springfield, IL 62762

Current employees will need to complete and submit a bid form and copy of an online application or CMS100 Employment Application to the address listed above. Non State candidates apply below.

How to Apply:

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

Option 1 - General

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Job Title: Office Clerk - Opt 2

Agency: Human Services
Closing Date/Time: Continuous
Salary: \$2,694.00 - \$3,311.00 monthly
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: 1
Bid ID#: C-HCD Continuous

Description of Duties/Essential Functions Benefits Supplemental Questions
Under general supervision, verifies the accuracy of authorizations of assistance; posts case status changes to financial control cards; processes authorizations and submits them to Springfield and according to strict time schedule; maintains control on case actions to be taken by casework staff.

Minimum Requirements:
Requires knowledge, skill and mental development equivalent to completion of high school. Requires one year of clerical experience. Requires ability to type accurately at 30 WPM.

Work Hours & Location/Agency Contact:
Work hours: 8:30 am – 5:00 pm

Contact: Employee Services, HCD
100 South Grand Avenue East, 3rd floor
Springfield, IL 62762

Current employees will need to complete and submit a bid form and copy of an online application or CMS100 Employment Application to the address listed above. Non State candidates apply below.

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

Option 2 - Typing

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Job Title: Patient Advocate

Agency: Public Health

Closing Date/Time: Mon. 09/29/14 5:00 PM Central Time

Salary: \$30.77 / Month

Job Type: Temporary

Location: Statewide, Illinois

Number of Vacancies: 1

Bid ID#: IDPH 85731

Description of Duties/Essential Functions Benefits Supplemental Questions
Under general supervision, performs complex technical functions within the Medical Cannabis Program; serves as a patient and caregiver advocate under the guidelines of the Medical Cannabis Program; follows-up with patients and caregivers through written and telephone communications when they ask to speak with the patient advocate; provides emotional support to patients and advocates; creates education materials; and attends events to inform people about the Medical Cannabis Patient Registry program.

Minimum Requirements:

Requires knowledge, skill and mental development including completion of four years college. Requires working knowledge of MS Office computer programs (WORD, EXCEL, PowerPoint) and Social media (including Facebook and Twitter). Requires good customer service/relations skills. Requires understanding of the Compassionate Use of Medical Cannabis Pilot Program Act. Requires personal experience with a debilitating condition as a patient and/or caregiver.

Work Hours & Location/Agency Contact:

Work Hours: 20 - 30 hours per week This is a temporary position

Office of Health Promotion Division of Medical Cannabis Job Location: Offsite

Agency Contact: Office of Human Resources

535 W. Jefferson St. 4th fl Springfield, IL 62761 Phone: 217-785-2031

Fax: 217-785-2038

How to Apply: Send Resumes to:

Illinois Dept. of Public Health

Attn: Office of Human Resources

535 W. Jefferson St. 4th fl., Springfield, IL 62761

Resumes will be accepted till 5:00 PM on September 29,2014

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Job Title: Plumber
Agency: Juvenile Justice
Closing Date/Time: Tue. 09/23/14 4:00 PM Central Time
Salary: \$42.85 / Hour
Job Type: Exempt
Location: Kane County, Illinois
Number of Vacancies: 1
Plan/BU: PR000
Bid ID#: IDJJ-15-27-14-0501

Description of Duties/Essential Functions Benefits Supplemental Questions
Under general supervision, performs journeyman work in the installation, maintenance and repair of sanitary fixtures, fluid transmission systems and sewage systems; may supervise or instruct unskilled workers or inmates of state institutions in performing or assisting with similar tasks; supervises and instructs resident workers in plumbing techniques.

Minimum Requirements: Requires no formal education. Requires experience necessary to qualify as a journeyman plumber. Requires possession of a valid certificate of license as a journeyman plumber. Requires working knowledge of the tools, equipment, materials, methods and practices of the trade; requires elementary knowledge of laws relating to sanitation and public health; requires ability to instruct and direct helpers; requires ability to read, interpret and work from plans, simple drawings or sketches; requires ability to perform all tasks usually associated with journeymen plumbers; requires skill in the use of tools of the trade.

Work Hours & Location/Agency Contact: 7:00a.m.-3:30p.m MONDAY-FRIDAY(varies)
Off Days: Saturday & Sunday(varies)
Work Location: IYC St. Charles 3825 Campton Hills Rd. St. Charles, IL 60175
Agency Contact: Dinalois Hamilton / Human Resources Representative
IYC St. Charles 3825 Campton Hills Rd. St. Charles, IL 60175 630-584-1014(FAX)

How to Apply: This position is not subject to Central Management Services (CMS) testing procedures; therefore, no application needs to be submitted to CMS, Division of Examining and Counseling, for grading. All interested applicants must submit a CMS-100 employment application directly to the Agency Contact listed above prior to the end of the posting period. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at Work4Illinois@Illinois.gov or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

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Job Title: Revenue Collection Officer Trainee

Agency: Revenue

Closing Date/Time: Mon. 09/29/14 5:00 PM Central Time

Salary: \$3,371.00 - \$4,826.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC062

Bid ID#: DOR 9710

Description of Duties/Essential Functions Benefits Supplemental Questions
Under direct supervision, for a period of six to twelve months, participates in an Agency sponsored training program receiving training and controlled working assignments designed to develop broad knowledge, understanding, and practical skills necessary to perform the duties of a Revenue Collection Officer I; completes assignments of increasing difficulty under close supervision of a higher level collector.

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to the completion of four years of college or four years of experience in collection work, or a related collection field. Requires willingness and ability to travel frequently, have access to an automobile and possess a valid Illinois driver's license and/or the ability to utilize public transportation.

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

Work Location: Illinois Department of Revenue

Collection Bureau/Field Compliance/District 2 Des Plaines

9511 W. Harrison Des Plaines, IL (Cook County)

Agency Contact: A & R Shared Services Center

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

217-782-6239 217-782-9925 Fax

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: Revenue Special Agent Trainee

Agency: Revenue

Closing Date/Time: Mon. 09/29/14 5:00 PM Central Time

Salary: \$3,647.00 - \$5,342.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC062 Bid ID#: DOR 9735

Minimum Requirements: Requires completion of four years of college with major coursework in accounting, law enforcement, business administration, pre-law or related areas; up to two years of police investigative or law enforcement experience may be substituted on a year for year basis for the college training. Requires elementary knowledge of the criminal justice system as it relates to investigation; requires ability to prepare written investigative reports and requires the ability to understand and follow oral and written instructions. Employees in this position must be able to actively participate and graduate from an accredited police academy during the training period. Requires a successful completion of the firearms qualification course during the first twelve months of employment. Employees in this position will be required to travel frequently. Requires a valid, appropriate driver's license. Requires physical ability to perform duties enumerated above.

Work Hours & Location/Agency Contact: Work Hours: 8:00 A.M. – 4:30 P.M.

Work Location: Illinois Department of Revenue

Audit/Tax Enforcement/Criminal Investigations

9511 Harrison St. Des Plaines, IL (Cook County)

Agency Contact: A & R Shared Services Center

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

217-782-6239 217-782-9925 Fax

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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Inventory Control Assistant

Talent Area : Warehouse Operations

Location : Alsip, IL, USA

Requisition Number : 00025863

Full or Part Time : Regular Employee FT

Position Description

Responsible for warehouse inventory maintenance and reconciliation on a daily basis.

- Count all full goods and raw materials in the warehouse on a daily basis, manually or using a handheld scanner.

- Research and reconcile daily inventory variances.
- Reconcile the daily, monthly, and annual inventory to the SAP computer system.

- Identify and report close dated product.
High school diploma or GED required.

- Associate's degree preferred.
- 0-3 years warehouse/inventory experience required.

- Prior auditing experience preferred.
- Strong computer and database skills.

- Strong math skills.
- Ability to read and follow directions.

- Ability to work with minimal supervision.
- Forklift certification is 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/inventory-control-assistant-alsip-illinois-job-1-4744276>

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Account Executive II - Chicago Warehouse Sales

Talent Area : Sales

Location : Chicago, IL, USA

Requisition Number : 00025915

Full or Part Time : Regular Employee FT

Position Description

The Account Executive II manages key aspects of the business relationship with assigned customers in the Chicago/Milwaukee market for "warehouse route to market" brands including Simply, Minute Maid, Gold Peak, and Honest Kids, working with an integrated account team. Develops and implements Annual Business Plans which support company business objectives. Acts as system-wide expert on strategy, business systems, and operating philosophy of assigned customer(s). Ensures flawless execution of business plans and programs. •Grows level of customer satisfaction, maintains win/win business relationship, and ensures effective communication with all key buying influences. •Manages communication with internal, broker, and customer network to ensure constant application of strategies as outlined in the Annual Business Plan and flawless execution of programs. •Aligns system resources to implement marketing and operational programs according to plan, schedule, and budget. •Acts as a system-wide customer expert to ensure that the Coca-Cola system understands customer(s) objectives, strategies, positioning, and needs and that Company programs are consistent with their needs. •Responsible for problem solving operational or executional issues with customers or broker. •Responsible for forecasting and managing to budget.

Education: Bachelor's degree in business or related background required. Master's degree preferred.

Experience

- Seven to ten years of progressive responsibility with customer headquarter account management in large consumer goods organization.
- Complex selling knowledge with proven ability to create and sell-in customer specific promotional programs & key initiatives.
- Business development planning experience.
- Proven ability to manage needs and concerns of multiple stakeholders across various business systems.

[APPLY BY UPLOADING A COPY OF YOUR RESUME IN WORD.DOC OR PDF FORMAT](#)

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Full Service Delivery Driver
Talent Area : Transportation/Driver
Location : Alsip, IL, USA
Requisition Number : HV039200
Full or Part Time : Regular Employee FT

Position Description

Responsible for delivering product and filling vending machines at all points of availability within established accounts.

Collects and is accountable for money.

- Check accuracy and stability of the load.
- Deliver product and fill vending equipment.
- Restock machine to proper level, maintaining accurate in stock levels.
- Invoice and collect monies. - Secure company assets.
- Maintain machine cleanliness appearance, and all appropriate Point of Sales.
- 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.
- Ability to count and secure cash required. - 1+ years of commercial driving experience preferred. - Prior grocery store and/or consumer products experience a plus. - Customer service and cash handling experience preferred. - Ability to operate a two or four wheeled hand-truck. - Mechanical/electronic troubleshooting skills. - Familiarity with DOT regulations. - Ability to work with minimal supervision. - Valid Class B CDL for straight trucks. - Class A CDL for combination trucks. - Driving record within MVR policy guidelines. - Credit history within the Applicant Background Verification policy guidelines.

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/full-service-delivery-driver-alsip-illinois-job-1-4720671>

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Production Maintenance Supervisor (2nd or 3rd Shift)

Talent Area : Maintenance

Location : Niles, IL, USA

Requisition Number : 00025754

Full or Part Time : Regular Employee FT

Position Description

Production Maintenance Supervisor (2nd or 3rd Shift)

Responsible for first line supervision for mechanics and electricians who maintain equipment within the production facility. Assists in establishing methods, controls and standards for the actual execution of maintenance work. - Staff, train, supervise, evaluate and develop team members.

- Maintain equipment to ensure line efficiencies, improve key performance indicators and to eliminate down time. - Service and repair equipment on a continual basis, adhering to established preventative maintenance schedule. - Ensure that working conditions are safe at all times.

- Maintain safe work environment by holding regular safety meetings to communicate safety awareness and policies. - Manage within labor and OPEX budget. - Maintain an accurate parts inventory at all times. - Ensure compliance with good manufacturing practices and safety standards. - Create, plan and execute preventative maintenance programs.

- High school diploma or GED required. - Bachelor's Degree preferred. - 2+ years of manufacturing equipment related experience required. - Prior supervisory experience preferred. - Strong technical knowledge of manufacturing environment and high-speed production equipment.

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/production-maintenance-supervisor-2nd-or-3rd-shift-niles-illinois-job-1-4706996>

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Stock Clerk Needed - F/T - Chicago

Posted By: B&N Staffing

Posted Date: 2014-09-10 07:38:43

Location: Chicago, Illinois

Salary: \$33,000 Per Year

Objective

Our stock clerks work independently and as a member of the team to ensure all areas are well stocked and organized, cleaned and properly merchandised. They gain thorough knowledge of merchandise over time, better staging them to manage stocking and merchandising but also customer assistance duties.

Job Description/Duties

- Stock, organize, and merchandise products
- Operate inventory scanner for pricing and reordering
- Maintain cleanliness and organization in assigned areas
- Knowledgeably and respectfully handle customer inquiries
- Receive deliveries, verify invoices, scan into inventory, and check stock
- Verify pricing and other data as needed
- Assist with inventory count and reorder processing

Skills and Specifications

- Works well independently and as a team member
- Communicates effectively with all members of the crew and with customers
- Exhibits strong time management, organizational, and problem solving skills
- Has an ability to multi-task and a strong attention to detail
- Able to learn inventory systems and computerized hand-scanner processes

Education and Qualifications • An interest in, knowledge of, or experience with health food and natural food terminology, including dietary terms and common specialized diet or allergy restrictions • Retail experience and/or client-facing customer service experience preferred • Combination of work experience and education will be considered in lieu of natural food industry experience • Able to stand the majority of an eight-hour shift • Capable of meeting the physical demands of the job, including exposure to temperature changes, bending, stooping, kneeling, and lifting up to 10 pounds frequently and 40 pounds occasionally

Benefits

- Great pay, regular increases, and full benefits
- Fun, supportive, and brainy work environment
- Engaging staff and interesting customer base
- Room to learn and grow

Apply online at

http://www.topratedjobs.org/job.php?record=3837333738&utm_source=indeed

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Experienced Cook part time

Heritage Woods of Chicago - Chicago, IL

Experienced Cook--Part Time

Heritage Woods of Chicago is looking for dynamic individuals with experience in cooking and/or serving for large groups including residents, guests, and special events. The successful candidates must have experience in restaurant related service including operating equipment. Additional requirements include a passion for providing great food, cleanliness of work area, excellent communication and organization skills, and attention to detail. Current city and state Food Service Sanitation Certifications required. Must also have weekend availability. Candidates must be customer service focused. Send resume.

EOE

Apply online at http://www.indeed.com/viewjob?cmp=Heritage-Woods-of-Chicago&t=Experienced+Cook+Part+Time&jk=ae182c2761ae58fd&sjdu=QwrRXKrqZ3CNX5WO9jEvfWeEUhkAr3amPxUm5TO9U7kd8KjFYKv4LcV1EMFMSn5fk9w1UCtaB_oMquGbzcEAB49CZQbsry-cxEXUDbZNTQ

Cashier Team Member

Target

Date: 09/15/2014

Location: Chicago, IL

Job Number: 3898295

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/us/united-states/store-hourly/jobid6076681-cashier-team-member?apstr=26src%3DJJB-10182>

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New Store* Michigan Ave. Sales Associates

Location: IL, Chicago

Company Order Number: 2740

of openings: 1

In this role you will: Maintain outstanding customer service as per company standards, generating sales, merchandising, and safeguarding company assets.

POSITION SPECIFICATIONS

High School Diploma; Must be over 18 years of age

Minimum of 6 months of retail sales experience

Ability to read, count, and write to accurately complete all documentation

Ability to operate all equipment necessary to perform the job, including but not limited to standing, stooping, lifting 11 kilograms and climbing a ladder

It is the policy of True Religion Brand Jeans to afford equal employment opportunities to all qualified individuals, without regard to their race, color, ancestry, religion, sex, sexual orientation, national origin, age, physical or mental disability, citizenship status, veteran status, gender identity or expression, or any other characteristic or status that is protected by federal, state or local law.

Apply online at

<http://ch.tbe.taleo.net/CH06/ats/careers/requisition.jsp?org=TRUERELIGIONBRANDJEANS&cws=1&rid=2740&source=Indeed.com>

Seasonal Cashier Team Member

Date: 09/15/2014

Location: Chicago, IL

Job Number: 3897416

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. | 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/us/United-states/store-hourly/jobid6076087-seasonal-cashier-team-member?apstr=26src%3DJJB-10182>

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

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Retail Customer Service Associate

Requisition # 2014-96143

Shift Varies

Location US-IL-Chicago

Location Name Chicago IL Gold Coast

Street 1201 N Dearborn St

Position Type Regular Full-Time

Zip 60610

Job Region Midwest Region 49

<http://careerpreview.fedex.com>

MINIMUM QUALIFICATIONS AND REQUIREMENTS:

High School diploma or equivalent education

6+ months of specialized experience

Excellent verbal and written communication skills

For new hires, must meet all FedEx Office employment qualifications in force at time of hiring, including successful passing of background check

For current FedEx Office team members, must meet hiring criteria for the position and transfer requirements as outlined in the Team Member Handbook

ESSENTIAL FUNCTIONS:

Ability to stand during entire shift, excluding meal and rest periods

Ability to move and lift 55 pounds. Ability, on a consistent basis, to bend/twist at the waist and knees. Ability, on a consistent basis, to communicate effectively with customers, vendors, and other team members. Ability, on a consistent basis, to perform work activities requiring cooperation and instruction. Ability, on a consistent basis, to function in a fast-paced environment, under substantial pressure

Ability, on a consistent basis, to maintain attention and concentration for extended periods of time. Ability, on a consistent basis, to work with minimal supervision

Ability, on a consistent basis, to report regularly to work and maintain established business hours in order to support the FedEx Office business; regular attendance and/or reporting could include regular attendance at a physical location and/or maintaining established business hours depending on the scope and nature of the position

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.

Apply online at <https://jobs-fedexoffice.icims.com/jobs/96143/center-consultant/job?mode=job&iis=Indeed&iisn=Indeed.com&mobile=false&width=990&height=500&bga=true&needsRedirect=false>

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Front Desk Attendant

Lakeshore Sport & Fitness

211 N. Stetson

Chicago, IL 60601

United States

Category Front Desk Staff

Industry Exercise / Fitness

Manages Others No

Experience Required No

Degree Required No

Security Clearance Required No

Employment Type Employee

Work Schedule Part Time

Travel No Travel

Job Description

Lakeshore Sport and Fitness Illinois Center Club is looking for amazing talent to add to our amazing team. The successful candidate must be friendly and very outgoing with the ability to greet members with enthusiasm. Candidates must be professional and energetic.

The position requires the ability to multi-task in a fast-paced health club while providing a high-level of customer service to members and guests.

Job responsibilities include but are not limited to the following:

- Provide the highest level of customer service to members, prospective members, and guests;
- Professionally greet members and guests;
- Scan membership ID's;
- Answer phones;
- Update members' accounts;
- Maintain an orderly lobby area;
- Maintain organization of supply closet, front desk area and retail area
- Able to work early mornings, mornings, afternoons or evenings including holidays.

Qualifications:

- Reliable, professional, computer literate, energetic, entertaining and friendly;
- Interested in health, fitness, and/or sports.

As a member of the Lakeshore Sport and Fitness team, you will receive:

- Highly Competitive compensation;
- Complimentary club membership;
- Discounts on services and products
- Be part of an Amazing Team

Apply online at <http://www.fitnessjobs.com/Employment/front-desk-attendant-listing-38730.aspx>

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Position: Warehouse, DC, Stock Associates

Job Summary:

To maintain an adequate stock level of all products carried in the stores. Provide excellent customer service as part of the store team. Help maximize sales by efficiently receiving product deliveries and restocking of the stores.

Job Responsibilities:

Acknowledge and greet customers as they enter the store and while in the store. Know and follow all Company Policies, Receiving Procedures and Receiving Room Standards.

Understand all store Loss Prevention Procedures designed to minimize internal and external shrink.

Work with other warehouse employees to receive all shipments in a timely manner.

Sort and price all merchandise accurately and efficiently.

Write and acknowledge orders.

Deliver merchandise to stores.

Prepare merchandise for return to vendor accurately and on time.

Immediately inform management of any out of stock situations.

Helps train new warehouse associates.

Communicate effectively with customers, fellow employees and store management.

Know basic store layout to assist customers in their selection of product and be able to answer customer questions about the entire store.

Be knowledgeable and familiar with the surrounding businesses/offerings within the facility to assist customers.

Help maintain a neat, clean, organized store including sweeping, dusting, straightening of merchandise on store fixtures and displays.

Report shoplifting incidents or internal theft situations to store management.

Perform light maintenance in stores and warehouses.

Drive company vehicle as required.

Perform related work as assigned.

Knowledge, Skill and Ability:

Ability to interact with diverse personalities.

Ability to multi task when completing projects.

Hold a valid Drivers License. Ability to lift 40 lbs.

Education and Experience: High School Graduate or equivalent.

Prior stockroom or warehouse experience preferred.

Apply online at http://hudsongroup.com/careers_details.php?jobid=3378

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External Job Title: Cashier PT-Marianos

Qualifications/Requirements:

Ability to provide friendly and fast customer service.

External Job Description:

Cashiers/Cash Handlers are the goodwill ambassadors for the store, as you are the critical last point of contact for our customers.

“Friendly” and “fast” are key to this position as customers look for those attributes at checkout most often.

All cashiers are trained to perform checkout procedures including the proper handling of groceries and operation of an electronic scanning point of sale register.

As a cashier, you will be expected to sincerely greet each customer, speak with them while efficiently scanning items, announce the total, take payment, provide correct change and POS-generated paper/receipts and bag the customer’s groceries.

Additionally, cashiers may perform other duties such as ordering, bagging, stocking and displaying merchandise.

Apply online at

<https://www1.apply2jobs.com/Roundys/HVExt/index.cfm?fuseaction=mHvexternal.showPositionDetails&PID=444&sid=88>

G and L Fire Escape

2157 W Grace St Chicago, IL
North Center

Seeking a.m. bartender for Fri/Sat weekend shifts. Must have experience and references.

Job Description

Seeking a part time bartender to open Fri/Sat mornings at 8a.m. Must have prior experience. Please contact Julie at sf48ap3m8u@jobs.shiftgig.com

Requirements & Skills

Must be 21 and have experience bartending

Apply online at <http://www.shiftgig.com/job/chicago/il/cashiers-job-openings-at-g-and-l-fire-escape-8546069>

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