



06/13/2019

Job Title: **Licensed Practical Nurse II (Upward Mobility Target Title)**  
Agency: Human Services  
Closing Date/Time: Mon. 06/24/19 5:00 PM Central Time  
Salary: \$3,319.00 - \$4,720.00 monthly  
\$39,828.00 - \$56,640.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC009**  
Bid ID#: **10-72-111921**

Requires Illinois license as a practical nurse. Requires one year of practical nursing experience. This class is included as an Upward Mobility Program credential title. Requires extensive knowledge of practical nursing theory and practice. Requires ability to apply simple nursing techniques as delegated by physicians or professional nurses.

Contact Info:  
Bureau of Employee Services  
Andrew Reagan  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
217-557-0347

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



06/13/2019

Job Title: Office Coordinator - Opt 1  
Agency: Healthcare & Family Services  
Closing Date/Time: Mon. 06/24/19 11:59 PM Central Time  
Salary: \$3,027.00 - \$4,223.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: 1  
Plan/BU: RC014  
Bid ID#: CS4261

Requires knowledge, skill, and mental development equivalent to two years of secretarial/business college; or, completion of high school and two years of related office experience or two years of independent business experience. Requires extensive knowledge of composition, grammar, spelling, and punctuation. Requires the ability to travel to various sites.

Agency Contact:  
Division of Child Support Personnel  
509 South 6th Street  
Springfield, IL 62701  
(217) 557-3900  
(217) 524-3960 FAX

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06/13/2019

Job Title: **HIGHWAY MAINTAINER - TRANSFER POSTING FOR CURRENT HIGHWAY MAINTAINERS AND SIGN HANGERS ONLY**

Agency: Transportation

Closing Date/Time: Tue. 06/25/19 4:30 PM Central Time

Salary: \$4,741.00 - \$6,321.00 monthly

Job Type: Full-Time

Location: Cook County Zone 1, Illinois

Number of Vacancies: **5**

Plan/BU: **HR001**

Bid ID#: **IPR#43554**

Certified Highway Maintainers and Sign Hangers working in Local 700 and Local 330 District 1 bargaining units who have not transferred in the past 24 months, and who can be available for emergency call-outs within a 45-minute timeframe

**APPLICANTS MUST SUBMIT** a Teamster Local 700 and 330 Bid Form for Transfer (PM13E) to: Denise Hamilton, Bureau of Personnel Management, Room 113, 2300 South Dirksen Parkway, Springfield, IL 62764 FAX: 217/557-3134 or Email to [DOT.CO.BPM.EmploymentApplications@illinois.gov](mailto:DOT.CO.BPM.EmploymentApplications@illinois.gov) by 4:30 p.m. on the closing date of this posting.

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06/13/2019

Job Title: **Senior Public Service Administrator - Opt 6**  
Agency: Human Services  
Closing Date/Time: Tue. 06/25/19 4:59 PM Central Time  
Salary: \$4,295.00 - \$10,500.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **TA000**  
Bid ID#: **10.79-112189**

Mental Health rules, regulations and policies and established patient treatment programs; requires extensive knowledge of the causes nature and treatment of mental illnesses. Requires ability to direct administer and co-ordinate the comprehensive facility wide treatment services program and the ability to formulate, interpret and implement facility policies and administrative procedures.

**CONTACT INFORMATION:**

Summer Doxie  
Human Resource Office  
Chicago Read Mental Health Center  
4200 N. Oak Park Avenue Chicago, IL 60634  
fax 773-794-5583

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06/13/2019

Job Title: **NONCODE/Inspector General**  
Agency: Human Services  
Closing Date/Time: Tue. 06/25/19 5:00 PM Central Time  
Salary: \$0.00 / Month  
Job Type: Exempt  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **10-14-00000**

Requires at least four years of progressively responsible administrative experience in a public or private organization; requires knowledge and skills equivalent to completion of four years of college; must possess strong written and verbal communication, organization, problem-solving, and analytical skills; must possess excellent interpersonal skills and the ability to form positive work relationships; Investigations experience preferred; Government, supervisory experience strongly preferred.

**BIDDING CONTACT:**

DHS, Bureau of Employee Services  
ATTN: Deanna Bandy  
100 S Grand Ave E, 3rd Fl  
Springfield, IL 62762  
FAX: (217) 524-3385

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06/13/2019

Job Title: **Child Welfare Specialist - Opt SS (Upward Mobility Target Title)**  
Agency: Children & Family Services  
Closing Date/Time: Thu. 06/20/19 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**  
Plan/BU: **RC063**  
Bid ID#: **1948036 - 488523**

requires possession of a valid driver's license, daily access to an automobile, and proof of vehicle insurance; requires physical, visual and auditory ability to carry out assigned duties; requires ability to serve on 24 hour "on call" duty; requires ability to speak and write Spanish at a colloquial skill level.

**Contact:** Tracey Hardrick, Personnel Liaison Bureau of Operations - Cook  
2020 W Roosevelt, 2nd Fl Chicago, Illinois 60608  
**Phone:** 312-814-3775 **Fax:** 312-814-1224 **Email:** Tracey.Hardrick@illinois.gov

**Work Location: 1026 S DAMEN CHICAGO, IL 60612**  
**Work Days:** Mon – Fri 8:30AM – 5:00PM

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).



06/13/2019

Job Title: **Medicaid Management Analyst**  
Agency: Healthcare & Family Services  
Closing Date/Time: Thu. 06/20/19 11:59 PM Central Time  
Salary: \$3,258.00 - \$6,828.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **MP2378**

Under direction, organizes, plans, executes and evaluates specific elements of the healthcare programs offered by the division; performs ongoing analysis of state and federal regulations related to healthcare services; compiles, prepares and disseminates detailed summaries of analyses; conducts special projects.

Agency Contact:  
Robert Fehrholz  
Division of Medical Programs  
201 South Grand Avenue East, 3rd Floor  
Springfield, IL 62763

Work Telephone # (217) 524-7326  
Fax # (217) 557-2565

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06/13/2019

Job Title: **Executive I - Opt J2**  
Agency: Financial & Professional Regulation  
Closing Date/Time: Thu. 06/20/19 11:59 PM Central Time  
Salary: \$4,377.00 - \$6,581.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **20522**

Requires ability to develop and manage a small agency function program; to analyze administrative problems and adopt an effective course of action; to develop, install and evaluate new and revised methods, procedures and performance standards; to exercise judgment and discretion in developing, implementing and interpreting departmental policies and procedures; to estimate and budget for future needs and cost of personnel, space, equipment, supplies and services, and to develop and maintain cooperative working relationships. Requires the ability to travel.

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06/13/2019

Job Title: Educator - Opt B (History Teacher)  
Agency: Juvenile Justice  
Closing Date/Time: Mon. 07/08/19 4:00 PM Central Time  
Salary: \$4,311.00 - \$7,969.00 monthly  
Job Type: Full-Time  
Location: Kane County, Illinois  
Number of Vacancies: 1  
Plan/BU: RC063  
Bid ID#: IDJJ-27-15-19-0043

Requires ability to use the English language in preparing and delivering instructions. Requires ability to evaluate the student, to select behavioral objectives to meet the student's needs and to guide and direct facility staff regarding the necessary training and educational development of a student

**Agency Contact:**

Kathy Mrowca, HR  
3825 Campton Hills Road  
St. Charles, IL 60175  
630-584-0506 ext 1519

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06/13/2019

Job Title: **Information Systems Analyst I - Opt S**  
Agency: Department of Innovation & Technology (DoIT)  
Closing Date/Time: Tue. 06/25/19 5:00 PM Central Time  
Salary: \$5,146.00 - \$7,849.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC063**  
Bid ID#: **DoIT 20545**

**Specialized Skills:** Requires education/experience as outlined above in the following: systems analysis and design; relational databases DB2; Microsoft Access or Microsoft SQL Server; Object Oriented application design theory, concepts, and principles; Object Oriented languages such as VB.NET, Visual Basic, Java or other .NET programming language within Microsoft Visual Studio; Adobe Acrobat Professional, and Office Suite tools such as Microsoft Office. Requires a broad understanding of the interaction of the departments hardware and software systems with the data processing and communication systems. Requires the ability to travel.

**Agency Contact:**

Dept. of Innovation & Technology, Human Resources/Office of Recruitment & Selection  
120 W Jefferson St, 3rd floor  
Springfield, IL 62702  
DoIT.BidForms@illinois.gov  
217-557-7180  
217-524-6629 Fax

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06/13/2019

Job Title: **Corrections Treatment Officer**  
Agency: Corrections  
Salary: \$4,422.00 - \$6,593.00 monthly  
Job Type: Full-Time  
Location: Will County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC006**  
Bid ID#: **IDOC29-89-Continuous**

Requires either a bachelor's degree from an accredited college or university specializing in criminal justice, penology, psychology, social work or a closely related social science, or a bachelor's degree from an accredited college or university in another field of study and at least one year of experience providing direct service in the field of mental health and one year of experience in the field of corrections. Requires successful completion of an approved corrections treatment officer training program. Requires a valid driver's license and the ability to travel.

**LOCATION/AGENCY:**

Joliet Treatment Center  
2848 W. McDonough St.  
Joliet, IL 60436  
OR  
Elgin Treatment Center  
780 S. State St.  
Elgin, IL 60123

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06/13/2019

Job Title: **Public Aid Eligibility Assistant**  
Agency: Human Services  
Closing Date/Time: Tue. 06/18/19 5:00 PM Central Time  
Salary: \$2,935.00 - \$4,065.00 monthly  
\$35,220.00 - \$48,780.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **3**  
Plan/BU: **RC028**  
Bid ID#: **10-91-111916-111918**

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

Contact Info:  
Bureau of Employee Services  
Amy Cook  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
217-557-0347  
FAX: 217-524-2116

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06/13/2019

Job Title: **TM II Personnel Support Specialist**  
Agency: Transportation  
Closing Date/Time: Mon. 06/17/19 4:30 PM Central Time  
Salary: \$4,105.00 - \$5,710.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **IPR#43242**

**Position Desirables:**

- Training in the use of computer software programs, such as MS Office Suites (Excel, Word, Access, PowerPoint and Outlook)
- Experience in public administration, business administration, or governmental operations
- Familiarity with all Department of Central Management Services rules and departmental personnel policies
- Ability to maintain harmonious relationships with employees, agency officials, and the general public

Technical Applications PM1080 (rev 6/1/17) must be received by the Bureau of Personnel Management, Room 113, 2300 South Dirksen Parkway, Springfield, IL 62764 (Fax# 217/557-3134) or emailed to DOT.CO.BPM.EmploymentApplications@Illinois.gov by 4:30 pm on the closing date listed above. Applications will not be accepted after this date and time. Applicants will be notified in writing to schedule interviews.

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06/13/2019

Job Title: **TM IV Labor Relations Manager**  
Agency: Transportation  
Closing Date/Time: Mon. 06/17/19 4:30 PM Central Time  
Salary: \$5,015.00 - \$7,085.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **IPR#43538**

This position is accountable for ensuring accurate and timely completion of charges for discipline, responses to grievances, and record keeping of the district discipline and grievance databases. This position is responsible for providing administrative assistance to the Personnel Services Manager in matters pertaining to discipline, grievances, and other issues that impact the district's labor relations.

Technical Applications PM1080 (rev 6/1/17) must be received by the Bureau of Personnel Management, Room 113, 2300 South Dirksen Parkway, Springfield, IL 62764 (Fax# 217/557-3134) or emailed to DOT.CO.BPM.EmploymentApplications@Illinois.gov by 4:30 pm on the closing date listed above. Applications will not be accepted after this date and time. Applicants will be notified in writing to schedule interviews.

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06/13/2019

Job Title: **Conservation/Historic Preservation Worker**  
Agency: Natural Resources  
Closing Date/Time: Fri. 06/14/19 5:00 PM Central Time  
Salary: \$9.00 - \$9.00 hourly  
Job Type: Temporary  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **CW19168**

Valid Driver's License

18 years of age at time of hire

Selective Service Number (for males 18 through 26 years of age)

Ability to work specified work schedule noted below

\*NOTE: Incomplete applications and/or failure to include selective service number and legible copy of valid driver's license will disqualify applicant for employment consideration.

Apply at:

William W Powers State Recreation Area  
12949 S Avenue "O"  
Chicago, IL 60633

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06/13/2019

Job Title: **Breath Alcohol Analysis Technician**  
Agency: State Police  
Closing Date/Time: Fri. 06/14/19 4:00 PM Central Time  
Salary: \$4,144.00 - \$6,033.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC029**  
Bid ID#: **21-15-ISP19-086**

Requires knowledge, skill, and mental development equivalent to completion of four years of high school and three years of electro-mechanical, electronic or related field experience and technical training. Requires knowledge and understanding of rules and regulations established by local, state and federal law enforcement agencies for licensing breath analysis operators under the implied consent law. Requires ability to complete a six-week course of didactic instruction and an additional 40-hour training program to obtain an independent working knowledge of the operation, maintenance, and repair of breath testing devices and the implied consent statute. Requires ability to become a licensed test instrument operator.

**Agency Contact:**

Public Safety Shared Services  
Kim Aure, HR Representative  
1301 Concordia Ct  
Springfield, IL 62702  
[Kimberly.aure@illinois.gov](mailto:Kimberly.aure@illinois.gov)

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06/13/2019

Job Title: **Licensed Practical Nurse II (Upward Mobility Target Title)**  
Agency: Human Services  
Closing Date/Time: Mon. 06/24/19 5:00 PM Central Time  
Salary: \$3,319.00 - \$4,720.00 monthly  
\$39,828.00 - \$56,640.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC009**  
Bid ID#: **10-72-111921**

Requires Illinois license as a practical nurse. Requires one year of practical nursing experience. This class is included as an Upward Mobility Program credential title. Requires extensive knowledge of practical nursing theory and practice. Requires ability to apply simple nursing techniques as delegated by physicians or professional nurses.

Contact Info:  
Bureau of Employee Services  
Andrew Reagan  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
217-557-0347

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Closing Date/Time: Mon. 06/24/19 5:00 PM Central Time  
Salary: \$3,319.00 - \$4,720.00 monthly  
\$39,828.00 - \$56,640.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC009**  
Bid ID#: **10-72-111914**

Requires Illinois license as a practical nurse. Requires one year of practical nursing experience. This class is included as an Upward Mobility Program credential title. Requires extensive knowledge of practical nursing theory and practice. Requires ability to apply simple nursing techniques as delegated by physicians or professional nurses.

Contact Info:  
Bureau of Employee Services  
Andrew Reagan  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
217-557-0347

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06/13/2019

Job Title: **Registered Nurse I (Upward Mobility Target Title)**  
Agency: Human Services  
Closing Date/Time: Mon. 06/24/19 5:00 PM Central Time  
Salary: \$4,710.00 - \$6,389.00 monthly  
\$56,520.00 - \$76,668.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **3**  
Plan/BU: **RC023**  
Bid ID#: **10-72-111911-13**

Requires ability to apply emergency medical techniques such as Cardiopulmonary Resuscitation, control of bleeding, airway maintenance. Requires the ability to serve on an on-call basis.

Contact Info:

Bureau of Employee Services  
Andrew Reagan  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
217-557-0347

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06/13/2019

Job Title: Office Associate - Opt SS2  
Agency: Illinois Lottery  
Closing Date/Time: Mon. 06/24/19 5:00 PM Central Time  
Salary: \$2,935.00 - \$4,065.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: 01  
Plan/BU: RC014  
Bid ID#: LOT 20540

Requires ability to follow oral or written instructions; Requires ability to operate commonly used manual and automated office equipment and perform routine maintenance. Requires the ability in keyboarding accurately at 45 WPM. Requires ability to write and speak Spanish at a colloquial level.

Agency Contact:  
Illinois Lottery  
101 West Jefferson St., WIB Mail Code 3-970  
Springfield, IL 62702  
217-524-5382  
217-785-7839 Fax

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



06/13/2019

Job Title: **Child Support Specialist Trainee**  
Agency: Healthcare & Family Services  
Closing Date/Time: Fri. 06/21/19 11:59 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#: **CS4249**

\*If you are currently an Office Coordinator within the Division of Child Support Services, you must submit a copy of an Open Competitive "A" grade with your bid and CMS 100 application.

Agency Contact:  
Division of Child Support Personnel  
509 South 6th Street  
Springfield, IL 62701  
(217) 557-3900  
(217) 524-3960 FAX

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



06/13/2019

## **Second Chance Program**

CTA's Second Chance program is a nationally recognized program that provides valuable job skills and career opportunities to Chicago residents who often face challenges re-entering the workforce.

The Second Chance program takes a holistic approach to preparing individuals to be self-sufficient. It not only provides jobs to nonviolent ex-offenders, victims of abuse and others who face barriers to employment, but also offers a wide range of training, education, mentoring and networking.

Since 2011, the program has doubled in size to become one of the largest re-entry programs in the country. So far, more than 870 Chicagoans have participated—gaining experience they might not have received elsewhere. More than 260 Second Chance participants have been hired permanently by CTA, with dozens of others moving on to private-sector jobs.

The program has helped hundreds of people turn their lives around, and provide for their families.

### **How to apply**

Job seekers need to actively participate in one of the 19 designated agencies' work readiness programs. The CTA Second Chance program is in regular communication with the agencies listed below. The agencies' top participants are referred to CTA for the bus, rail car and facility servicer Second Chance positions.

<https://www.transitchicago.com/secondchance/>

### **Who can you call if you have questions?**

If you still have questions about this program, you can contact the CTA Second Chance Hotline - 312-681-2293.

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