



06/18/2019

Job Title: **Security Officer (Upward Mobility Target Title)**  
Agency: Human Services  
Closing Date/Time: Thu. 06/20/19 4:00 PM Central Time  
Salary: \$3,492.00 - \$5,141.00 monthly  
Job Type: Full-Time  
Location: Kane County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC029**  
Bid ID#: **10-81-106279**

Requires knowledge, skill and mental development equivalent to the completion of high school. Qualifying state employees in the Upward Mobility Program shall have the stated requirements of this classification waived by successful completion of specific proficiency tests and training programs. Requires ability to administer emergency first aid and CPR. Requires a valid Illinois drivers license.

Human Resource Office  
Elgin Mental Health Center  
750 S State St.  
Elgin, IL 60123  
Phone: 847-742-1040, Ext 2095 or Ext 2029

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).



06/18/2019

Job Title: **Child Welfare Staff Development Coordinator Iv**  
Agency: Children & Family Services  
Closing Date/Time: Thu. 06/20/19 5:00 PM Central Time  
Salary: \$5,441.00 - \$8,318.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **1916002-160739**

Requires completion of a bachelor's degree in social work, a related human services field, criminal justice, criminal justice administration, or law enforcement; requires two years of professional experience in conducting or supervising child protection investigations and one year of experience in conducting training presentations or facilitating adult learning; requires possession of a valid appropriate driver's license and the ability to travel.

Michele Shoultz-Hughes  
406 E. Monroe, Sta. 373  
Springfield, IL 62701  
Email: [Michele.Shoultz-Hughes@illinois.gov](mailto:Michele.Shoultz-Hughes@illinois.gov)

**Phone: 217 558-0502 Fax: 217 524-3970**

Location: 6201 S Emerald, Chicago, IL  
Supervisor: Clifford Wainman  
**Shift:** M-F 8:30 am – 5:00 pm

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06/18/2019

Job Title: **Executive Secretary III - Opt 2**  
Agency: Human Services  
Closing Date/Time: Thu. 06/20/19 5:00 PM Central Time  
Salary: \$3,969.00 - \$5,913.00 monthly  
\$47,628.00 - \$70,956.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **CF014**  
Bid ID#: **10-72-111544**

Requires knowledge, skill and mental development equivalent to completion of two years of secretarial or business college and three years of secretarial experience or completion of high school and five years of secretarial experience. Requires working knowledge of agency programs, rules and regulations. Requires the ability to keyboard from copy at a minimum net rate of 55 words per minute. Requires the ability to apply human relations skills in interaction with management, officials of government and private industry and the public. Requires the ability to set up and maintain numerous files and records.

**Agency Contact**

**Please submit your application to:**

Bureau of Employee Services  
Tammy Y. Jackson, HR Specialist  
100 S. Grand Ave E, 3rd Floor  
Springfield, IL 62762  
(fax: 217-524-2116)

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06/18/2019

**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

Preferably requires a master's degree in social work; or a master's degree in a related human service field, supplemented by one year of directly related professional casework/case management experience; or requires a bachelor's degree in social work and one year of directly related professional casework/case management experience

**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).



06/18/2019

Job Title: Office Associate - Opt 2  
Agency: Children & Family Services  
Closing Date/Time: Thu. 06/20/19 5:00 PM Central Time  
Salary: \$2,935.00 - \$4,065.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: 1  
Plan/BU: RC014  
Bid ID#: 1960015-602453

Requires knowledge, skill, and mental development equivalent to completion of high school and two years of office experience; requires ability to type accurately at 45 wpm; requires a working knowledge of legal, social, and medical terminology.

Agency Contact:  
Laverne Crayton  
2020 W. Roosevelt Rd. 2nd floor  
Chicago, IL 60608  
[Laverne.Crayton@illinois.gov](mailto:Laverne.Crayton@illinois.gov)  
Phone: (312) 814-1222  
Fax: (312) 814-1224

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).



06/18/2019

Job Title: **Child Welfare Specialist (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: **01**  
Plan/BU: **RC063**  
Bid ID#: **1960018-607613**

The college or university issuing a bachelor's or master's degree must be accredited, and the degree program in social work must be approved by the Council on Social Work Education. The directly related professional casework/case management experience must be related to family preservation, family reunification, adoption, youth development, counseling and advocacy services, or a related field.

**SUBMIT BIDS TO:**

Laverne Crayton  
2020 W. Roosevelt Rd. 2nd floor  
Chicago, IL 60608  
[Laverne.Crayton@illinois.gov](mailto:Laverne.Crayton@illinois.gov)  
Phone: (312) 814-1222  
Fax (312) 814-1224

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).



06/18/2019

Job Title: **Health Facilities Surveillance Nurse**  
Agency: Public Health  
Closing Date/Time: Wed. 06/26/19 5:00 PM Central Time  
Salary: \$5,293.00 - \$7,197.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC023**  
Bid ID#: **idph 44-19-0084**

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. Extensive travel required.

**Agency Contact:**

Office of Human Resources  
535 W. Jefferson St. 4th fl  
Springfield, IL 62761  
Phone: 217-785-2031  
Fax: 217-785-2038  
Email: [DPH.HRApplications@illinois.gov](mailto:DPH.HRApplications@illinois.gov)

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).



06/18/2019

Job Title: **Human Resources Specialist**  
Agency: Children & Family Services  
Closing Date/Time: Wed. 06/26/19 5:00 PM Central Time  
Salary: \$2,674.00 - \$6,972.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **CF062**  
Bid ID#: **1907007-072281**

Requires knowledge, skill, and mental development equivalent to completion of four years of college and two years of professional human resources experience, preferably in the labor relations field; requires extensive knowledge of human resource programs, collective bargaining contracts, Federal Merit Standards, Equal Employment Opportunity Act, and Civil Rights Act and guidelines derived therefrom; requires ability to travel and possession of a valid driver's license.

**Agency Contact:**

Laverne Crayton  
DCFS  
2020 W. Roosevelt Rd, 2nd Floor  
Chicago, Illinois 60608  
Phone: 312-814-1222  
Fax: 312-814-1224  
Email: [Laverne.Crayton@illinois.gov](mailto:Laverne.Crayton@illinois.gov)

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).





06/18/2019

Job Title: **Insurance Analyst III - Opt SS**  
Agency: Insurance  
Closing Date/Time: Thu. 06/27/19 4:00 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#: **DOI 20544**

Requires knowledge, skill and mental development equivalent to completion of four years of high school. Requires one year of professional experience such as would be gained as an Insurance Analyst II. Requires an extensive knowledge of the Insurance Code and rules, regulations, and procedures and processes pursuant thereto, particularly as related to life, accident, health or property and liability types of financial regulations; as related to policy evaluation license and complaint resolution; of accounting principles and auditing methods; of the functions, products/services of organizational components of the department.

Agency Contact:  
Department of Insurance  
Attn: Human Resources  
320 West Washington Street, 4th floor  
Springfield, IL 62767  
Fax: 217/558-2777

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).



06/18/2019

Job Title: **Corrections Leisure Activities Specialist I**  
Agency: Juvenile Justice  
Closing Date/Time: Thu. 06/27/19 4:00 PM Central Time  
Salary: \$3,792.00 - \$5,854.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **IDJJ27-17-19-2647**

functions as part of a multi-disciplinary team to assist in developing and delivering an individualized treatment program within the context of a larger group activity; participates in evaluation and staffing of youth; provides assistance in review of leisure time program needs.

AGENCY CONTACT:

Olivia Robles  
Illinois Youth Center - Chicago  
136 North Western Avenue  
Chicago, IL 60612  
olivia.robles@illinois.gov  
FAX: 312.633.5246

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).



06/18/2019

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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06/18/2019

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

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).



06/18/2019

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

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).



06/18/2019

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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06/18/2019

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.

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).



06/18/2019

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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06/18/2019

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).



06/18/2019

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#: 10-72-111914

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

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).



06/18/2019

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

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).



06/18/2019

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).



06/18/2019

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).



06/18/2019

## **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 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).