



11/06/2019

Job Title: **Security Officer Lieutenant**
Agency: Human Services
Closing Date/Time: Thu. 11/14/19 5:00 PM Central Time
Salary: \$3,673.00 - \$5,289.00 monthly
\$44,076.00 - \$63,468.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC056**
Bid ID#: **10-82-114386**

Requires knowledge, skill and mental development equivalent to completion of high school. Requires two years of experience in safety and protection service or in a related field. Requires extensive knowledge of facility security, regulations and physical restraint techniques. Requires extensive knowledge of emergency response procedures including fire safety and controls. Requires working knowledge of security enforcement practices and techniques and supervisory practices. Requires a valid Illinois drivers license.

Bureau of Employee Services
Amy Cook
100 South Grand Ave East, 3rd Floor
Springfield, IL 62762
Phone: 217-557-0347
Fax: 217-524-2116

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).



11/06/2019

Job Title: **Mental Health Administrator I**
Agency: Human Services
Closing Date/Time: Thu. 11/14/19 5:00 PM Central Time
Salary: \$4,402.00 - \$6,581.00 monthly
\$52,824.00 - \$78,972.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-72-114219**

Requires knowledge, skill and mental development equivalent to (1) a master's degree in administration, education or the behavioral sciences and successful completion of a comprehensive training program at the Mental Health Administrator Trainee level, or (2) three years of progressively responsible professional experience in or applicable to the provision of therapeutic individual services for individuals with intellectual disabilities, or (3) three years of progressively responsible supervisory experience in, or applicable to the care, treatment and development of individuals with intellectual disabilities. Requires ability to communicate oral and written instructions to subordinate staff. Requires the ability to participate in application of restraint procedures and must be able to make rounds, attend off site training and meetings. Requires the ability to travel.

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

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11/06/2019

Job Title: **Human Services Caseworker (Upward Mobility Target Title)**
Agency: Human Services
Closing Date/Time: Wed. 11/13/19 5:00 PM Central Time
Salary: \$3,994.00 - \$5,913.00 monthly
\$47,928.00 - \$70,956.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-91-114068**

Requires a Bachelor's degree in psychology, sociology/anthropology, social welfare or a closely related field. Requires one year of professional casework or crisis intervention experience in social service agency OR successful completion of an agency-sponsored training program. Qualifying state employees in the Upward Mobility Program shall have the stated requirements of this classification waived by successful completion of a qualifying examination. Requires ability to operate commonly used manual and automated office equipment including copier, fax machine and personal computer. Requires the ability to communicate effectively in verbal and written form.

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

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11/06/2019

Job Title: **Environmental Protection Specialist I**
Agency: Environmental Protection Agency
Closing Date/Time: Wed. 11/13/19 5:00 PM Central Time
Salary: Depends on Qualifications
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **15-0152**

Education and Experience: Requires knowledge, skill and mental development equivalent to the completion of four years of college with course work in physical, life, or environmental science. Requires one year of professional experience in pollution abatement or a related field.

Knowledge, Skills, and Abilities: Requires working knowledge of modern inspectional and investigative techniques and procedures; requires working knowledge of modern environmental control systems, facilities, techniques, and procedures; requires working knowledge of state laws, rules, and regulations as pertaining to environmental protection or pollution abatement. Requires ability to prepare comprehensive, technical, and scientific reports of field investigations and/or inspections

Kathy Taylor
IEPA
1021 North Grand Avenue East MC#37
PO Box 19276
Springfield, IL 62794-9276

(217)785-1745
Fax(217)524-6907
Kathy.Taylor@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 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).



11/06/2019

Job Title: Life Sciences Career Trainee - Opt E (Upward Mobility Target Title)
Agency: Environmental Protection Agency
Closing Date/Time: Wed. 11/13/19 5:00 PM Central Time
Salary: Depends on Qualifications
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: 15-0153

Knowledge, Skills, and Abilities: Requires ability to prepare comprehensive written and oral reports; requires ability to understand and follow oral and written instructions; requires ability to profit from training received in the designated area of state government; requires ability to establish and maintain harmonious working relationships with other employees and agency representatives.

Specific Job Requirements: Requires ability to participate in the medical monitoring program and to pass a physical examination, which is intended to determine whether a person can wear respiratory protection and function in high heat stress situations while wearing chemical protective clothing

Kathy Taylor
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1021 North Grand Avenue East MC#37
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11/06/2019

Job Title: **Staff Development Specialist I**
Agency: Human Services
Closing Date/Time: Tue. 11/19/19 5:00 PM Central Time
Salary: \$4,402.00 - \$6,581.00 monthly
\$52,824.00 - \$78,972.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **2**
Plan/BU: **RC062**
Bid ID#: **10-91-114451-114452**

Requires knowledge, skill and mental development equivalent to completion of four years of college. Academic course work should include quantitative measures (introductory statistics or business mathematics or social science analytical tools), educational methods, psychology of individuals, organizational group behavior, labor relations or equivalents. Requires two years of professional experience in education or a related field. Requires ability to travel.

Agency Contact:

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

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11/06/2019

Job Title: **Educator Career & Technical**
Agency: Juvenile Justice
Closing Date/Time: Wed. 12/18/19 4:00 PM Central Time
Salary: Depends on Qualifications
Job Type: Full-Time
Location: Kane County, Illinois
Number of Vacancies: **1**
Bid ID#: **IDJJ27-10-19-0018**

Requires possession of a current, valid Educator License with stipulations issued by ISBE appropriately endorsed for Career and Technical Educator and each grade level, content area and instructional area approved and assigned to work. Requires extensive knowledge of the practices, methods, tools and materials of one of the trades commonly taught in career and technical education. Requires working knowledge of classroom procedures and methods and techniques of instructing students. Requires elementary knowledge of and ability to operate a computer.

AGENCY/LOCATION/CONTACT:

Apply via Email (include BID ID in Subject line), USPS or Facility drop off:

Illinois Department of Juvenile Justice/Illinois Youth Center - St. Charles

Kathy Borkowski, HR

3825 Campton Hills Road

St. Charles, IL 60175

630 584-0506 ext. 1519

Kathy.Borkowski@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 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).



11/06/2019

Job Title: **Activity Therapist (Upward Mobility Target Title)**
Agency: Human Services
Closing Date/Time: Tue. 11/19/19 5:00 PM Central Time
Salary: \$3,817.00 - \$5,601.00 monthly
\$45,804.00 - \$67,212.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-79-114472**

Requires a Bachelor's degree with a major in therapeutic recreation, music therapy, art therapy, dance therapy, drama therapy, movement therapy, leisure studies and education or recreation with a specialization in recreational therapy, including successful completion of an approved internship, fieldwork or practicum. This class is included as an Upward Mobility Program credential title. Requires working knowledge of the attitudes, problems and behaviors of individuals and groups. Requires ability to utilize the principles and practices of recreational therapy, music therapy, art therapy, dance therapy and drama therapy. Requires ability to teach therapeutic activities with approval from superiors. Requires ability to lead and direct other workers in carrying out specific projects. Requires ability to verbally communicate. Requires ability to escort individuals to and from activities.

Bureau of Employee Services
Amy Cook
100 South Grand Ave East, 3rd Floor
Springfield, IL 62762
Phone: 217-557-0347
Fax: 217-524-2116

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11/06/2019

Job Title: **Technical Manager II Materials Support Manager**
Agency: Transportation
Closing Date/Time: Tue. 11/19/19 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#43701**

This position is accountable for providing a wide range of support services for the Bureau of Materials. The incumbent develops and implements systems to fulfill the bureau's administrative responsibilities, manages the bureau's budget, procures necessary commodities and equipment, administers all support services, manages a comprehensive personnel reference system, maintains the bureau's automotive and repairs records, and manages the fiscal relationships between the bureau and the providers of consulting services critical to bureau operation.

Technical Applications PM1080 (rev 8/23/19) 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.

Agency Contact: Bureau of Personnel Management, 217/782-5594

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).



11/06/2019

Job Title: **Public Service Administrator - Opt 1**
Agency: Human Services
Closing Date/Time: Fri. 11/15/19 5:00 PM Central Time
Salary: \$3,116.00 - \$9,765.00 monthly
\$37,392.00 - \$117,180.00 annually
Job Type: Temporary
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **PSC 20-052**

Education: Masters in a social services field.

Experience: Five years experience in DMH Provider Relations/Contract Management.

Specialized Skills: Very solid provide relations/communications skills. Knowledge of the DMH provider network. Knowledge/experience with the DMH grant array and the people managing these grant lines. Demonstrated ability to manage complex spreadsheets and to navigate the CSA and CSFA systems.

Edima Essien
BES/Division of Mental Health/Substance Use Prevention and Recovery
100 S. Grand Ave. E. 3rd FL
Springfield, IL 62762
FAX: 217-524-3826

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).



11/06/2019

Job Title: **Civil Engineer Trainee**
Agency: Transportation
Closing Date/Time: Mon. 12/02/19 4:30 PM Central Time
Salary: \$4,275.00 - \$5,085.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **23**
Bid ID#: **IPR#43736**

Position Requirements:

- Completion of a master's or bachelor's degree in engineering from an ABET accredited college prior to date of employment OR must be a licensed Engineer Intern in the state of Illinois (includes those expecting to graduate in fall of 2019 and spring of 2020) (Note: Those applying with only a degree must have a minimum of 2.5 cumulative GPA in engineering related courses. If 2.0-2.5 GPA, applicants must have passed the Fundamentals of Engineering exam.)
- Valid driver's license

Technical Applications PM1080 (rev 8/23/19) 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. The previous application form revised 6/1/17, will be accepted until 4:30 pm on October 23, 2019.

Agency Contact: Bureau of Personnel Management, 217/782-5594

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11/06/2019

Job Title: **Educator - Personal Services Contract**
Agency: Juvenile Justice
Salary: \$5,000.00 / Month
Job Type: Temporary
Location: Kane County, Illinois
Number of Vacancies: **1**
Bid ID#: **IDJJ27-PSC-2019**

Requires possession of a Bachelor's Degree and a minimum of one year experience in a public or private school. **Requires the ability to pass an Illinois Department of Corrections background check.**

Agency Contact:

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

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11/06/2019

Job Title: **Public Aid Quality Control Reviewer**
Agency: Human Services
Closing Date/Time: Thu. 11/14/19 5:00 PM Central Time
Salary: \$4,184.00 - \$6,218.00 monthly
\$50,208.00 - \$74,616.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-97-114264**

Requires knowledge, skill and mental development equivalent to completion of four years of college with course work in one of the behavioral sciences. Requires two years of professional experience in casework or related area. Prefers experience administering the Supplemental Nutrition Assistance Program. Requires extensive knowledge of public assistance policies and programs including SNAP. Requires extensive knowledge of agency policies, rules and procedures. Requires extensive knowledge of interviewing techniques.

Work Location:
8:30 am – 5:00 pm (M-F)
Bureau of SNAP Integrity
112 South Wabash Avenue, 5th floor
Chicago, IL 60605

Full Bargaining Unit Range – \$ 50,208.00- \$ 74,616.00
Current Bargaining Unit Employees – Collective Bargaining Agreement language applies

Where to Apply:
DHS.HiringUnit@illinois.gov.

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11/06/2019

Job Title: PSC - Office Coordinator, Opt. 2
Agency: Human Services
Closing Date/Time: Thu. 11/14/19 5:00 PM Central Time
Salary: Depends on Qualifications
Job Type: Temporary
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: BBR
Bid ID#: PSC 20-045

Requires knowledge, skill and mental development equivalent to two years of secretarial/business college. Requires at least two years office support work experience in mid to large size organizations. Required advanced skills in Microsoft Office Suite (i.e. Word, Excel, Outlook, PowerPoint) and Adobe Acrobat Pro X. Requires ability to type accurately at 45 wpm. Requires good knowledge of composition, grammar, spelling. Requires ability to work collaboratively and professionally with internal and external stakeholders.

AGENCY CONTACT:

IL Department of Human Services
401 S. Clinton
Chicago

Attn: Diana Guerrero
fax: 312-793-2060
e-mail: Diana.Guerrero@illinois.gov

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11/06/2019

Job Title: **Dietitian (Upward Mobility Target Title)**
Agency: Human Services
Closing Date/Time: Thu. 11/14/19 5:00 PM Central Time
Salary: \$3,817.00 - \$5,601.00 monthly
\$45,804.00 - \$67,212.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-72-114218**

Requires knowledge, skill and mental development equivalent to completion of four years of college with courses in dietetics. Requires possession of a current Food Service Sanitation Certificate issued by the Illinois Department of Public Health, or requires possession of a Certified Food Protection Manager (CFPM) certification from a program accredited by the American National Standards Institute (ANSI) Conference for Food Protection (CFP). Requires licensure as a dietitian nutritionist by the Department of Financial and Professional Regulation.* This class is included as an Upward Mobility Program credential title.

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

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11/06/2019

Job Title: **Financial Institutions Examiner I (Upward Mobility Target Title)**
Agency: Financial & Professional Regulation
Closing Date/Time: Thu. 11/07/19 11:59 PM Central Time
Salary: Depends on Qualifications
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **2**
Plan/BU: **RC062**
Bid ID#: **21065**

Requires knowledge, skill and mental development equivalent to completion of four years college with a desirable minor in audit accounting or possession of a Certified Public Accountant rating. Requires completion of the approved agency training program or the equivalent of one-year professional experience involving either examinations of financial institutions or an equivalent professional level position within a financial institution. Requires an elementary knowledge of existing relevant state/federal statutes governing the financial industry; examining methods and techniques

Work Hours: 8:30 am - 5:00 pm, Monday - Friday
Work Location: Banking/Mortgage Banking/Examination
JRTC 100 W Randolph, Chicago
Cook County

Agency Contact: Human Resources
320 W Washington St, 2nd floor
Springfield, IL 62786

Scan all applications or questions to FPR.Employment@illinois.gov

217-557-3022 Fax

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11/06/2019

Job Title: **PSC - Census Regional Program Coordinator**
Agency: Human Services
Closing Date/Time: Fri. 11/08/19 5:00 PM Central Time
Salary: Depends on Qualifications
Job Type: Temporary
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **BBR**
Bid ID#: **PSC 20-046**

Requires a Bachelor's degree in Humanities or related fields. Requires experience in Contract management, performance and fiscal review. Requires knowledge of the Census and Illinois populations/geography.

IL Department of Human Services
401 South Clinton
Chicago
Attention: Diana Guerrero
fax: 312-793-2060

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11/06/2019

Job Title: **Executive I - Opt C1**
Agency: Employment Security
Closing Date/Time: Fri. 11/08/19 11:59 PM Central Time
Salary: \$4,402.00 / Month
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **RCRA 81004**

Requires knowledge, skill and mental development equivalent to completion of four years of college, preferably with coursework in business or public administration; one year of responsible administrative experience in a public or business organization, or completion of an agency approved professional management training program. Requires working knowledge of the functions of state government; the principles of governmental procurement

All other applicants must follow the instructions below. PLEASE DO NOT SUBMIT YOUR APPLICATION TO THIS AGENCY.

Please note: FAXED APPLICATIONS & BIDS ARE NOT ACCEPTED

Testing & Grading questions can be directed to:
CMS - 312-793-3565 (Chicago) or 217-524-1321 (Springfield)

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11/06/2019

Job Title: Office Associate - Opt SS2
Agency: Children & Family Services
Closing Date/Time: Fri. 11/08/19 5:00 PM Central Time
Salary: Depends on Qualifications
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: 1903026-030851

Requires knowledge, skill, and mental development equivalent to completion of high school and two years of office experience; requires extensive knowledge of office practices, procedures, and programs, composition, grammar, spelling, and punctuation; requires the ability to keyboard accurately at 45 wpm; requires the ability to speak and write Spanish at a colloquial skill level.

Contact:

Heather Poe
406 E. Monroe, Station 373
Springfield, IL 62701
217-524-0266
Fax: 217-524-3970
Email: heather.poe@illinois.gov

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11/06/2019

Job Title: **Assistant Director, Probation Services Division**
Agency: Illinois Courts/Administrative Office of the Illinois Courts
Salary: \$100,176.00 / Year
Job Type: Full-Time
Location: 2 Counties, Illinois
Number of Vacancies: **1**
Bid ID#: **306**

EDUCATION AND EXPERIENCE: A Bachelor's Degree and a minimum of seven years of professional experience, five of which must be at a senior management level in the administration of probation services and systems, related court operations, or public sector management. Post graduate degree is strongly preferred.

This position has the flexibility to be located in Springfield or Chicago.

Barb Black
(217) 524-6429

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).



11/06/2019

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.

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