



**State Representative La Shawn K. Ford**

# DAILY JOB LISTINGS



**Springfield Office**  
**239-E Stratton Office Building**  
**Springfield, IL 62706**  
**TEL: 217-782-5962**  
**FAX: 217-557-4502**

Chicago Austin \* Oak Park \*  
Riverside \* North Riverside \*  
Brookfield \* Berwyn \* Proviso  
Township \* Forest Park \* La Grange  
\* LaGrange Park \* Western Springs

02/13/2018



Job Title: **Technical Manager III - IT Business Analyst**  
Agency: Transportation  
Closing Date/Time: Wed. 02/21/18 4:30 PM Central Time  
Salary: \$4,670.00 - \$6,483.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **IPR# 42478**

This position is responsible for assisting IDOT business units with the analysis, development, and implementation of technology solutions in a cost-effective manner; analyzing existing business processes, working with business stakeholders to improve processes, determining project requirements, and communicating requirements to all stakeholders, process owners and IT staff. This position works closely with project managers to interpret and translate business needs into required business and technical requirements documentation used by developers, as well as any additional planning, training, testing, implementation and system documentation.

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](mailto:DOT.CO.BPM.EmploymentApplications@Illinois.gov) by **Wednesday, February 21, 2018**. Please include address, daytime phone and position for which applying if not already listed on application. Applicants will be notified in writing to schedule interviews.

02/13/2018



Job Title: **Health Facilities Surveillance Nurse**  
Agency: Public Health  
Closing Date/Time: Wed. 02/21/18 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 49-18-0181**

Under general supervision of the Health Facilities Surveillance Nurse Supervisor, conducts inspections, investigations and surveys of health facilities (Hospitals, Ambulatory Surgical Centers (ASCs), End Stage Renal Dialysis Centers (ESRDs), Home Health Agencies (HHAs), Hospices, Health Maintenance Organizations (HMOs), Outpatient Physical Therapy and Speech Pathology (OPT/SP), Comprehensive Outpatient Rehabilitation Facilities (CORF), Portable X-Rays Facilities (PXR), Community Mental Health Centers (CMHCs) and Psychiatric Residential Treatment Facilities (PRTFs), Rural Health Centers (RHCs)) for compliance with State Licensure requirements and/or Federal Medicare/Medicaid certification standards.

**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)

02/13/2018



Job Title: **Human Resources Representative**  
Agency: Human Services  
Closing Date/Time: Wed. 02/21/18 5:00 PM Central Time  
Salary: \$4,159.00 - \$6,218.00 monthly  
\$49,908.00 - \$74,616.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **10-11-104471**

Under direction, preforms professional human resources assignments in the Technician Selection Program (TSP), Bureau of Recruitment and Selection, Office of Human Resources, DHS. Administers segments of the Technician Selection examination at remote locations; scores and ranks applicants. Organizes activities and travel to remote testing sites.

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

02/13/2018



Job Title: **Maintenance Equipment Operator**  
Agency: Human Services  
Closing Date/Time: Wed. 02/21/18 5:00 PM Central Time  
Salary: \$4,583.00 - \$6,110.00 monthly  
Job Type: Full-Time  
Location: Cook County Zone 3, Illinois  
Number of Vacancies: **01**  
Plan/BU: **HR001**  
Bid ID#: **10-72-104496**

Under direct supervision, operates automotive equipment including vans, trucks, tractors and snow removal equipment. Transports individuals to and from a variety of scheduled appointments. Schedules and maintains vehicles in good working condition. Engages in minor maintenance of equipment and minor repair of physical plant. Responds to special pick-up and delivery requests.

AGENCY CONTACT:  
Alice M. Chambers  
Human Resources Representative  
Elisabeth Ludeman Center  
Park forest, IL 60466  
708-283-3015 (Office)  
708-283-3017 (Fax)



02/13/2018



Job Title: **Technical Advisor Advanced Program Specialist**  
Agency: Revenue  
Closing Date/Time: Tue. 02/27/18 5:00 PM Central Time  
Salary: \$6,141.00 - \$9,472.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC010**  
Bid ID#: **DOR 17530**

Under administrative direction, serves as a Staff Attorney for the Department of Revenue. Represents the Agency in complex Income Tax litigation hearings before the Department involving deficiency and claim cases remaining in dispute. As an expert authority, provides recommendations for consideration concerning the development or modification of programs and services where there is room for disagreement on the interpretation of comprehensive program goals and concepts and the preparation of legal memoranda; Confers and corresponds with taxpayers, their representatives, attorneys, and other interested parties regarding the application or interpretation of the Income Tax Act

**Agency Contact:**

Illinois Department of Revenue – Human Resources  
101 West Jefferson St., WIB Mail Code 5-110, Springfield, IL 62702  
217-782-6239 Phone  
217-782-8957 Fax

02/13/2018



Job Title: **Revenue Tax Specialist I**  
Agency: Revenue  
Closing Date/Time: Tue. 02/27/18 5:00 PM Central Time  
Salary: \$3,371.00 - \$4,826.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **2**  
Plan/BU: **RC062**  
Bid ID#: **DOR 17500**

Under general supervision, at a developmental level, performs technical analysis of routine and involved original and amended tax returns, corresponding schedules, and/or supporting documentation by reviewing and explaining pertinent records, documentation, and/or adjusting taxpayers' accounts; reviews and researches various source documents in providing information, guidance and assistance to Illinois and out-of- state taxpayers and/or their representatives, in writing and orally of a routine and priority nature, relating to the various taxes administered by the Department; independently performs research necessary to resolve discrepancies or deficiencies; approves or denies reasonable cause requests; confers with taxpayers, the general public and others to determine the nature of inquiries, problems or complaints; analyzes computer data, files or regulatory reference material to answer inquiries and resolve routine, difficult and complex issues

**Agency Contact:**

Illinois Department of Revenue – Human Resources  
101 West Jefferson St., WIB Mail Code 5-110, Springfield, IL 62702  
217-782-6239 Phone  
217-782-8957 Fax

02/13/2018



Job Title: **Revenue Tax Specialist Trainee (Upward Mobility Target Title)**

Agency: Revenue

Closing Date/Time: Tue. 02/27/18 5:00 PM Central Time

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

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: **2**

Plan/BU: **RC062**

Bid ID#: **DOR 17506**

Under immediate supervision, for a period of six (6) to twelve (12) months, receives structured classroom and on-the-job training involving various facets of Agency-wide activities and operations relative to the processing of all types of taxes; as part of the training program receives and completes assignments of a routine nature in specific phases of the tax examining process

**Agency Contact:**

Illinois Department of Revenue – Human Resources  
101 West Jefferson St., WIB Mail Code 5-110, Springfield, IL 62702  
217-782-6239 Phone  
217-782-8957 Fax



02/13/2018



Job Title: **Administrative Assistant I - Opt E1**  
Agency: Public Health  
Closing Date/Time: Tue. 02/27/18 5:00 PM Central Time  
Salary: \$4,159.00 - \$6,218.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC028**  
Bid ID#: **IDPH 06-18-0245**

Under general direction of the Regional Health Officer (RHO), functions as staff assistant, performs a variety of highly responsible functions as they relate to the management and operation activities for Bellwood Public Health Office. Assures that all office procedures, workflow, controls, etc., are functioning properly to ensure effective operations as well as maximum utilization of support personnel. Makes administrative arrangements for Long Term Care Hearings.

**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)

02/13/2018



Job Title: **Health Facilities Surveyor III - Opt 3**  
Agency: Public Health  
Closing Date/Time: Mon. 02/26/18 5:00 PM Central Time  
Salary: \$4,873.00 - \$7,392.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **44-18-0239**

Under general direction of the Field Supervisor, independently or as a member of a professional team, travels to conduct surveys, investigations and monitoring visits of long-term care facilities and hospitals to determine compliance with State Licensure requirements and/or Federal Medicare/Medicaid certification regulations. Serves as technical expert and independently performs difficult and complex nutritional surveys. Serves as preceptor for lower level Dietitians and as the subject matter expert on issues of dietetics.

**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.HRAApplications@illinois.gov](mailto:DPH.HRAApplications@illinois.gov)

02/13/2018



Job Title: **Child Welfare Administrative Case Reviewer**  
Agency: Children & Family Services  
Closing Date/Time: Mon. 02/26/18 5:00 PM Central Time  
Salary: \$5,441.00 - \$8,318.00 monthly  
Job Type: Full-Time  
Location: Jefferson County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC063**  
Bid ID#: **1860010-604294**

Under general direction of the ACR Program Manager, within an identified area of assignment, reviews, determines, convenes, manages, and conducts an independent case review of every child in substitute care, as required by federal and state law; reviews service plan and amends to ensure consistency with laws, rules, court orders, and established social work practice; provides a monitoring function to public and private providers on all chronic and critical feedback reports; alerts administrative staff to vital case issues; conducts special reviews on difficult cases; identifies and makes recommendations regarding policy revisions in the areas of case planning and service delivery.

**SUBMIT BIDS TO:**

Paige Baker  
DCFS  
406 E. Monroe St., Station #30  
Springfield, IL 62701  
[Paige.Baker@illinois.gov](mailto:Paige.Baker@illinois.gov)

Phone: (217) 557-7430  
Fax (217) 785-0395

02/13/2018



Job Title: **Public Service Administrator - Opt 8L**  
Agency: Financial & Professional Regulation  
Closing Date/Time: Mon. 02/26/18 11:59 PM Central Time  
Salary: \$3,116.00 - \$9,765.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **17504**

Under administrative direction, investigates and prosecutes violations of assigned acts, rules, regulations and judicial decisions brought forth under, but not necessarily limited to, Pharmacy Practice; Dental Practice; Clinical Psychologist Licensing; Clinical Social Work and Social Work Practice; Nurse Practice; Nursing Home Administrators Licensing and Disciplinary; Marriage and Family Therapy Licensing; Marriage and Family Therapy Licensing; Professional Counselor and Clinical Professional Counselor Licensing; Professional Counselor and Clinical Professional Counselor Licensing; Environmental Health Practitioner Licensing; Optometric Practice; Veterinary Medicine and Surgery Practice

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

**Scan all applications or questions to [FPR.Employment@illinois.gov](mailto:FPR.Employment@illinois.gov)**  
217-557-3022 Fax

02/13/2018



Job Title: Probation Program Assistant (Interstate Compact Unit)

Agency: Illinois Courts/Administrative Office of the Illinois Courts

Closing Date/Time: Wed. 02/28/18 5:00 PM Central Time

Salary: \$32,086.00 / Year

Job Type: Full-Time

Location: Sangamon County, Illinois

Number of Vacancies: 1

Bid ID#: 229

The Probation Program Assistant (Interstate Compact Unit) reviews and processes probation cases transferred into Illinois and from Illinois to other states.

8:30 a.m. - 5:00 p.m.  
Administrative Office of the Illinois Courts  
3101 Old Jacksonville Road  
Springfield, Illinois 62704

Barb Black  
(217) 524-6429



02/13/2018



Job Title: **Administrative Assistant - Assistant Director**  
Agency: Illinois Courts/Administrative Office of the Illinois Courts  
Salary: \$38,342.00 / Year  
Job Type: Full-Time  
Location: Sangamon County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **228**

The Administrative Assistant provides assistance to the Assistant Director of the Probation Services Division through coordination of office support activities and performance of secretarial duties. Initiative and independent judgment are exercised within a broad range of ongoing tasks and new initiatives.

8:30 a.m. - 5:00 p.m.

Administrative Office of the Illinois Courts  
Probation Services Division  
3101 Old Jacksonville Road  
Springfield, IL 62704

Barbara Black  
(217) 524-6429

02/13/2018



Job Title: **Public Service Administrator - Opt 2B**  
Agency: Financial & Professional Regulation  
Closing Date/Time: Fri. 03/02/18 11:59 PM Central Time  
Salary: \$6,141.00 - \$9,472.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **17512**

Under administrative direction, serves as Case Manager for the examination of banks, thrifts and corporate fiduciaries including their affiliates and subsidiaries for the Banks, Trust and Savings Institutions in the Division of Banking. Reviews and evaluates reports of examinations, enforcement actions, and prepares transmittal letters for submission to superior. Assists superior with enforcement of the policies and procedures regarding supervision of banks

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

**Scan all applications or questions to [FPR.Employment@illinois.gov](mailto:FPR.Employment@illinois.gov)**  
217-557-3022 Fax

02/13/2018



Job Title: **Health Facilities Surveyor III - Opt 3**  
Agency: Public Health  
Closing Date/Time: Mon. 02/26/18 5:00 PM Central Time  
Salary: \$4,873.00 - \$7,392.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **44-18-0239**

Under general direction of the Field Supervisor, independently or as a member of a professional team, travels to conduct surveys, investigations and monitoring visits of long-term care facilities and hospitals to determine compliance with State Licensure requirements and/or Federal Medicare/Medicaid certification regulations. Serves as technical expert and independently performs difficult and complex nutritional surveys. Serves as preceptor for lower level Dietitians and as the subject matter expert on issues of dietetics.

**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)

02/13/2018



Job Title: **Health Facilities Surveyor III - Opt 1**  
Agency: Public Health  
Closing Date/Time: Mon. 02/26/18 5:00 PM Central Time  
Salary: \$4,873.00 - \$7,392.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **44-18-0241**

Under general direction of the Field Supervisor, independently or as a member of a professional team, travels to conduct surveys, investigations and monitoring visits of long-term care facilities and hospitals to determine compliance with State Licensure requirements and/or Federal Medicare/Medicaid certification regulations. Serves as technical expert and independently performs difficult and complex institutional health and safety surveys. Serves as preceptor for lower level surveyors.

**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)

02/13/2018



**Job Title:** Emergency Response Telecommunicator - Opt B  
**Agency:** Emergency Management Agency  
**Closing Date/Time:** Mon. 02/26/18 4:00 PM Central Time  
**Salary:** \$3,240.00 - \$4,592.00 monthly  
**Job Type:** Part-Time  
**Location:** Sangamon County, Illinois  
**Number of Vacancies:** 1  
**Plan/BU:** RC014  
**Bid ID#:** 50-17-IEMA18-014

Under direct supervision of the Office Administrator IV, the Emergency Response Telecommunicator performs assigned tasks in regard to: transmitting and receiving emergency and administrative messages via two-way radio, telephone, computer, telefax and satellite equipment concerning hazardous materials, nuclear power plant accidents, natural and manmade disasters, etc.

**Agency Contact:**  
Robert Huck  
Public Safety Shared Services Center  
1301 Concordia Court  
Springfield, IL 62702  
217-557-6010 ext. 4217



02/13/2018



Job Title: **Corrections Law Library Assistant**  
Agency: Corrections  
Closing Date/Time: Fri. 02/23/18 3:00 PM Central Time  
Salary: \$3,803.00 - \$5,580.00 monthly  
Job Type: Full-Time  
Location: Jefferson County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **IDOC-29-58-18-0718**

Requires knowledge, skill and mental development equivalent to completion of four years of college with coursework in such areas as legal, pre-legal, English, statistics or directly related coursework. Requires working knowledge of precedent cases, search procedures, writing style format and vocabulary appropriate to the subject matter upon completion of a job learning period. Requires working knowledge of technical report writing, vocabulary and word usage. Requires analytical ability in working with information such as would typically be acquired through a professional education. Requires ability to write in a clear and concise manner.

**LOCATIONS:**

IDOC-Big Muddy River Correctional Center  
251 N. Illinois Hwy 37  
Ina, IL 62846

**AGENCY CONTACT:**

Linda Ellis, HR. Rep  
(618) 437-5300 Ext. 218

02/13/2018



Job Title: **Business Administrative Specialist**  
Agency: Corrections  
Closing Date/Time: Fri. 02/23/18 3:00 PM Central Time  
Salary: \$4,141.00 - \$6,184.00 monthly  
Job Type: Full-Time  
Location: Jefferson County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **IDOC-29-58-18-0019**

Under direction of the Business Administrator (Public Service Administrator), coordinates the operation of the Business Office engaged in vouchering, fiscal and procurement functions while serving as a designated lead-worker; gathers data and participates in the preparation of the facility's budget; serves as the institution's procurement officer; monitors contractual review and administration process.

**LOCATIONS:**

IDOC-Big Muddy River Correctional Center  
251 N. Illinois Hwy 37  
Ina, IL 62846

**AGENCY CONTACT:**

Linda Ellis, HR. Rep  
(618) 437-5300 Ext. 218

02/13/2018



JRTC Suite 4-500 100 W. Randolph Chicago Il, 60601-3219  
Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS [WWW.LASHAWNFORD.COM](http://WWW.LASHAWNFORD.COM) EMAIL JOB LEADS TO [WORKFORCE@LASHAWNFORD.COM](mailto:WORKFORCE@LASHAWNFORD.COM) PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS  
Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>

02/13/2018



## **CMS EMPLOYMENT**

Testing is offered on easy to use touch screen computers. Applicants are allowed at least 90 minutes to answer the questions on automated tests. On tests with a larger number of questions or more complex questions (Human Resources Assistant & Associate; Data Processing Specialist & Administrative Specialist; Disability Claims Adjudicator Trainee; Insurance Analyst II; Revenue Tax Specialist Trainee; Social Services Career Trainee; Telecommunicate Trainee), more time is allowed to complete the exam.

Public use copiers are not available at the Assessment Centers. Therefore, it is important that applicants bring with them copies of their application for each title and test option for which they want to test.

Chicago Office:  
James R. Thompson Center  
100 W. Randolph, Suite 3-300  
Chicago, IL 60601-3220  
(312) 793-3565 (voice)  
Illinois Relay Center 800) 526-0844

**MONDAY, TUESDAY, WEDNESDAY, THURSDAY ONLY -- Flexible  
Schedule Testing Check in time for tests - clerical and non-clerical is anytime  
between 8:00 a.m. - 1:30 p.m.**

JRTC Suite 4-500 100 W. Randolph Chicago Il, 60601-3219  
Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS [WWW.LASHAWNFORD.COM](http://WWW.LASHAWNFORD.COM) EMAIL JOB LEADS TO  
[WORKFORCE@LASHAWNFORD.COM](mailto:WORKFORCE@LASHAWNFORD.COM) PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS  
Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>



## **What is the CTA Second Chance Program?**

The CTA Second Chance Program is an initiative offered in conjunction with the City of Chicago and social service agencies throughout the city. Working closely with the Department of Family and Support Services, hard-to-place individuals are given an opportunity to obtain full-time employment and training which may enable a start of a long-term, meaningful career.

### **How to apply**

Jobseekers need to actively participate in one of the 13 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 servicer and rail car servicer Second Chance positions.

## **[Click Here For the 13 Designated Agencies](#)**

### **What are the eligibility requirements and qualifications?**

- Job seekers interested in participating must:
  - Reside within the City of Chicago
  - Be 18 years or older
- Participate in 8-10 weeks of Job Readiness Training and obtain a certificate of completion from one of the 13 referring agencies.
- Second Chance participants that are referred are required to be released from the following:
  - House arrest (wearing metal band/bracelet)
  - Drug/alcohol program (i.e. Methadone treatment)
  - Work release center
  -





**How many Second Chance positions are available?**

Up to 265 Second Chance participants may be employed by CTA in one calendar year. Start and end dates per Second Chance participant are on a rolling basis.

**How long does the program last?**

Based on job performance and attendance, a participant may serve for 12 months or more.

**How much does the program pay?**

Participants are paid at a rate of \$10.00 per hour and may work up to 40 hours per week. Pay checks are issued on a bi-weekly pay period.

**How is a participant selected?**

As positions become available, CTA contacts the referring agencies. Referring agencies recommend applicants who they have screened and who have successfully completed the job readiness program.

**Once the referring agency recommends an applicant, what happens?**

- Applicants are fingerprinted for background processing.
  - Applicants complete a medical review.
- If the applicant passes background and medical what are the next steps?
  - Orientation/pre-hire
- Applicants attend a new employee orientation thoroughly outlining program guidelines, eligibility requirements, job functions, placements, and Union participation.
  - Completion of all hiring documentation and application inserts
    - Training
- Participants are required to complete a (paid) safety training prior to reporting to assigned work location.

JRTC Suite 4-500 100 W. Randolph Chicago Il, 60601-3219

Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS [WWW.LASHAWNFORD.COM](http://WWW.LASHAWNFORD.COM) EMAIL JOB LEADS TO [WORKFORCE@LASHAWNFORD.COM](mailto:WORKFORCE@LASHAWNFORD.COM) PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS

Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>

02/13/2018



- The overall performance and attendance/tardiness of each apprentice is scored.
- Supervisors and apprentices are required to review the scoring of the evaluations, solicit feedback and address any questions or concerns.
- Agencies provide individual case management on each apprentice and maintain periodic contact.

**What happens when the participant successfully completes the program?**

- Participants in good standing receive a certificate of completion and letter of reference from CTA.
- Providing there are no additional arrests or convictions on the participant's record, the Second Chance program participant is encouraged to apply for CTA vacancies.

**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.