



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

12/05/2017



Job Title: **Educator Career & Technical**
Agency: Juvenile Justice
Closing Date/Time: Mon. 01/08/18 4:00 PM Central Time
Salary: \$3,020.00 - \$6,096.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **IDJJ27-17-17-0005**

Under general supervision of the Principal (Public Service Administrator), provides educational and occupational instruction in Computer Technology. Teaches vocational subject matter theory and information using standard professional educator skills; instructs students in areas of vocational and technical development; implements individualized vocational programs related to student needs; provides appropriate occupational instruction to develop marketable skills and knowledge to facilitate entry into a vocation and/or career; and evaluates student progress.

CONTACT:

Olivia Robles
Illinois Youth Center - Chicago
100 North Western Avenue
Chicago, Illinois 60612
FAX - 312-633-5229

12/05/2017



Job Title: **Educator Career & Technical**
Agency: Juvenile Justice
Closing Date/Time: Mon. 01/08/18 4:00 PM Central Time
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Olivia Robles
Illinois Youth Center - Chicago
100 North Western Avenue
Chicago, Illinois 60612
FAX - 312-633-5229

12/05/2017



Job Title: **Child Support Specialist Trainee**
Agency: Healthcare & Family Services
Closing Date/Time: Wed. 12/27/17 11:59 PM Central Time
Salary: \$3,371.00 - \$4,826.00 monthly
Job Type: Full-Time
Location: Kane County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **CS3723**

Under immediate supervision, participates in an agency-sponsored child support services training program of up to twelve months in duration; receives training in and assists with gathering data via face-to-face interviews and other sources and/or reviewing and preparing petitions, including those from other IV-D agencies/jurisdictions for Custodial Parents (CPs); assists with managing the establishment, modification, and enforcement of court orders

Agency Contact:
Division of Child Support Personnel
509 S. 6th Street
Springfield, IL 62701

Phone: (217) 557-3900
Fax: (217) 524-3960

12/05/2017



Job Title: **Public Service Administrator - Opt 8K**
Agency: **Juvenile Justice**
Closing Date/Time: **Wed. 12/27/17 4:00 PM Central Time**
Salary: **\$7,135.00 - \$10,617.00 monthly**
\$85,620.00 - \$127,404.00 annually
Job Type: **Full-Time**
Location: **Jersey County, Illinois**
Number of Vacancies: **1**
Plan/BU: **VR704**
Bid ID#: **IDJJ27-50-17-0035**

Under the general administrative direction of the Assistant Superintendent of Programs (SPSA), is responsible for the overall administration of the mental health services at the Illinois Youth Center- Pere Marquette; conducts individual, group and/or family psychotherapy utilizing evidence based therapeutic techniques; evaluates treatment methods and programs

Agency Contact
Mary Goetten (618) 786-2371, ext. 110
mary.goetten@dc.illinois.gov

12/05/2017



Job Title: **Public Service Administrator - Opt 8N-Director of Nursing**
Agency: Human Services
Closing Date/Time: Tue. 12/26/17 4:00 PM Central Time
Salary: \$3,116.00 - \$9,765.00 monthly
Job Type: Full-Time
Location: Lee County, Illinois
Number of Vacancies: **1**
Plan/BU: **SV063**
Bid ID#: **10-73-103845**

Under administrative direction of the Assistant Center Director for Mabley Developmental Center, plans, organizes, directs and manages all aspects of the nursing services staff who provide day-to-day care to the patients at the hospital. Develops and establishes the goals and objectives of nursing care and clinical support services. Assists the Facility Director in the management of health-related services within the facility.

Agency Contact:
Jennifer Gunnon
Human Resources/Labor Relations Director
1120 Washington Avenue
Dixon, IL 61021
815-288-8340
815-288-8321 (fax)

12/05/2017



Job Title: **Audit Analyst**
Agency: Illinois Courts/Supreme Court
Salary: \$42,175.00 / Year
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Bid ID#: **217**

The Audit Analyst position is responsible for administrative, technical, and audit functions for Supreme Court Internal Audit. Work is performed under the direct supervision of the Chief Internal Auditor or the Internal Auditor 3 at the direction of the Chief Internal Auditor.

8:30 a.m. - 5:00 p.m.
Illinois Supreme Court
Internal Audit
3101 Old Jacksonville Road
Springfield, IL 62704

Barbara Black
(217) 524-6429

12/05/2017



Job Title: **Public Service Administrator - Opt 1**
Agency: Abraham Lincoln Presidential Library and Museum
Closing Date/Time: Sun. 12/17/17 11:59 PM Central Time
Salary: \$3,116.00 - \$8,301.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Plan/BU: **GB063**
Bid ID#: **ALP007**

Under the Administrative direction of the Abraham Lincoln Presidential Library (ALPL) State Historian, manages the operations of the Papers of Abraham Lincoln; directs, coordinates, and supervises the day-to-day administration of the project; oversees the editing and publication of the digital PAL

Abraham Lincoln Presidential Library and Museum (Library)
112 North Sixth Street
Springfield, IL 62701
8:30 am - 5:00 pm with 1 hour lunch

Agency Contact:
Melissa Schaefer - Human Resources Director
217-557-5875
ALPLM.HR@illinois.gov

12/05/2017



Job Title: **TM VI Senior Program Manager**
Agency: **Transportation**
Closing Date/Time: **Fri. 12/15/17 4:30 PM Central Time**
Salary: **\$6,535.00 - \$8,778.00 monthly**
Job Type: **Full-Time**
Location: **Cook County, Illinois**
Number of Vacancies: **1**
Plan/BU: **PM-00**
Bid ID#: **IPR#42301**

This position is accountable for assisting in the development, negotiation and management of alternative delivery and innovative procurements and agreements that expedite the delivery of transportation projects through effective programmatic implementation and project management. This position utilizes business, financial, legal, engineering, and operation/maintenance principles and practices to perform analyses, develop the business case, and evaluate proposals related to the bureau programs.

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 **Friday, December 15, 2017, 4:30 p.m.**

12/05/2017



Job Title: **TM V Innovative Project Manager**
Agency: **Transportation**
Closing Date/Time: **Fri. 12/15/17 4:30 PM Central Time**
Salary: **\$6,020.00 - \$8,115.00 monthly**
Job Type: **Full-Time**
Location: **Cook County, Illinois**
Number of Vacancies: **1**
Plan/BU: **PM-00**
Bid ID#: **IPR#42300**

This position is accountable for assisting in developing, evaluating and managing alternative delivery and innovative procurements and agreements that expedite the delivery of transportation projects through effective project management. This position assists in monitoring statewide policy, guidance and best practices for the identification, selection, development, procurement and administration of transportation projects.

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 **Friday, December 15, 2017, 4:30 p.m.**

12/05/2017



Job Title: **TM V Innovative Project Manager**
Agency: **Transportation**
Closing Date/Time: **Fri. 12/15/17 4:30 PM Central Time**
Salary: **\$6,020.00 - \$8,115.00 monthly**
Job Type: **Full-Time**
Location: **Sangamon County, Illinois**
Number of Vacancies: **1**
Plan/BU: **PM-00**
Bid ID#: **IPR#42299**

This position is accountable for assisting in developing, evaluating and managing alternative delivery and innovative procurements and agreements that expedite the delivery of transportation projects through effective project management. This position assists in monitoring statewide policy, guidance and best practices for the identification, selection, development, procurement and administration of transportation projects.

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 **Friday, December 15, 2017, 4:30 p.m.**

12/05/2017



Job Title: **Criminal Justice Specialist I – Opt 1**
Agency: Criminal Justice Information Authority
Closing Date/Time: Mon. 12/11/17 5:00 PM Central Time
Salary: \$3,969.00 - \$5,913.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **CJIA 10231-26-2017**

Reviews drafts of interagency agreements (including program description and budgets) for accuracy and completeness; participates in negotiating changes in draft interagency agreements; monitors the various grant programs to ensure compliance with state and federal guidelines, and all terms of the interagency agreement; analyze fiscal reports from implementing agencies to assist in conducting follow-up to ensure conformity to requirements

Dawn English/ dawn.english@illinois.gov
Office of Human Resources
300 W. Adams St, Ste 200
Chicago, IL 60606

12/05/2017



Job Title: **Child Support Specialist Trainee**
Agency: Healthcare & Family Services
Closing Date/Time: Wed. 12/27/17 11:59 PM Central Time
Salary: \$3,371.00 - \$4,826.00 monthly
Job Type: Full-Time
Location: Kane County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **CS3723**

Under immediate supervision, participates in an agency-sponsored child support services training program of up to twelve months in duration; receives training in and assists with gathering data via face-to-face interviews and other sources and/or reviewing and preparing petitions, including those from other IV-D agencies/jurisdictions for Custodial Parents (CPs); assists with managing the establishment, modification, and enforcement of court orders; assists with resolving customer service issues in a Call Center environment through direct customer contact or with other state agencies, legal partners, etc., by phone, written correspondence, and e-mail; receives training in and assists with interpreting and reviewing support orders, both judicial and administrative, for case review and entry into the system; assists with calculating financial obligations and support balances related to child support accounts.

Agency Contact:
Division of Child Support Personnel
509 S. 6th Street
Springfield, IL 62701

Phone: (217) 557-3900
Fax: (217) 524-3960

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

12/05/2017



Job Title: **Public Service Administrator - Opt 8K**
Agency: **Juvenile Justice**
Closing Date/Time: **Wed. 12/27/17 4:00 PM Central Time**
Salary: **\$7,135.00 - \$10,617.00 monthly**
\$85,620.00 - \$127,404.00 annually
Job Type: **Full-Time**
Location: **Jersey County, Illinois**
Number of Vacancies: **1**
Plan/BU: **VR704**
Bid ID#: **IDJJ27-50-17-0035**

Under the general administrative direction of the Assistant Superintendent of Programs (SPSA), is responsible for the overall administration of the mental health services at the Illinois Youth Center- Pere Marquette; conducts individual, group and/or family psychotherapy utilizing evidence based therapeutic techniques; evaluates treatment methods and programs; performs the function of "on call" mental health professional/crisis team leader on a regular basis; implements policies and procedures related to mental health services; receives clinical oversight from the Chief of Mental Health Services; supervises staff.

Work Location
IYC - Pere Marquette
17808 State Highway 100 West
Grafton, IL 62037

Agency Contact
Mary Goetten (618) 786-2371, ext. 110
mary.goetten@doc.illinois.gov

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

12/05/2017



Job Title: Office Coordinator - Opt 2
Agency: Illinois Council on Developmental Disabilities Council
Closing Date/Time: Fri. 12/15/17 5:00 PM Central Time
Salary: \$3,027.00 - \$4,223.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: ICDD 2018-02

Serves as secretary to the Associate Director of Finance and Operations and other staff. Responds to inquiries to written or direct oral communication in providing information by explaining or clarifying rules, regulations, processes and procedures. Establishes and maintains filing system ensuring documents are readily available for reference and tracking/reporting purposes. Maintains, organizes and files confidential information for the Associate Director of Finance and Operations and other professional staff. Provides secretarial and operational support as a reasonable accommodation for the Associate Director of Finance and Operations. Notifies staff regarding any changes in procedures or office protocol, monitors the implementation of the changes and makes recommendations to the Associate Director of Finance and Operations regarding barriers to implementation. Serves as Notary Public for the Springfield office.

Agency Contact:
Janinna Hendricks
Phone: (217) 782-9696
TTY: (888) 261-2717

12/05/2017



Job Title: Office Associate - Opt 2
Agency: Human Services
Closing Date/Time: Thu. 12/14/17 4:30 PM Central Time
Salary: \$3,051.00 - \$4,234.00 monthly
\$36,612.00 - \$50,808.00 annually
Job Type: Full-Time
Location: Madison County, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: 10-77-420-10-88-103320-4400

Under general supervision of the Health Information Administrator, provides complex and confidential clerical services for the professional and paraprofessional staff on the AFC forensic living unit. Types a wide variety of material such as correspondence, reports, treatment plans, etc., requiring the use of medical, legal, and psychological terminology. Maintains treatment files for all residents on the living units.

Matthew Grey
Alton Mental Health Center
4500 College Ave
Alton, IL 62002

FAX: 618-474-3988

12/05/2017



Job Title: **Child Welfare Specialist -(Upward Mobility Target Title)**

Agency: **Children & Family Services**

Closing Date/Time: **Thu. 12/14/17 5:00 PM Central Time**

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

Job Type: **Full-Time**

Location: **Peoria County, Illinois**

Number of Vacancies: **1**

Plan/BU: **RC063**

Bid ID#: **1732029-322093**

Under general supervision, performs experienced professional casework services to children and families; conducts interviews with clients and professionals to obtain information for the continued diagnosis of problems and development of treatment plans; implements service plans with families; determines the need and coordinates the placement of children in substitute care facilities; works with intact families and children in home and/or substitute care; develops and maintains liaison roles with various community agencies; interprets agency responsibilities to the community; on a rotating basis, assigned to 24 hour "on call" duty in addition to normal assignments, to ensure that services are provided as mandated by statute and policy.

Location: 2001 NE Jefferson St, Peoria, IL 61603

Contact:

Patty Gideonsen

5415 N. University

Peoria, IL 61614

Phone: 309-693-5416

Fax: 309-693-5316

Email: Patty.Gideonsen@Illinois.gov

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

Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS WWW.LASHAWNFORDD.COM EMAIL JOB LEADS TO WORKFORCE@LASHAWNFORDD.COM PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS

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

12/05/2017



Job Title: **Public Service Administrator - Opt 6 - Permanency Supv**

Agency: Children & Family Services

Closing Date/Time: Thu. 12/14/17 5:00 PM Central Time

Salary: \$6,141.00 - \$9,472.00 monthly

Job Type: Full-Time

Location: Peoria County, Illinois

Number of Vacancies: **1**

Plan/BU: **RC063**

Bid ID#: **1732030-322339**

Under administrative direction of the Area Administrator, serves as working supervisor, planning, supervising, reviewing, and coordinating the activities of a team of professional caseworkers engaged in providing child welfare protective services to children and families; directs the team within the existing framework of statutes and policies of the Agency; serves as liaison with other disciplines, agencies, and community resources; establishes performance goals and objectives and refers instances requiring potential disciplinary action to Area Administrator.

Patty Gideonsen
5415 N. University
Peoria, IL 61614
(309) 693-5416(phone)
(309) 693-5316 (fax)
E-Mail: Patty.Gideonsen@illinois.gov

12/05/2017



Job Title: **Natural Resources Specialist - Opt 1**
Agency: Natural Resources
Closing Date/Time: Thu. 12/14/17 5:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Mason County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **12-45-5303**

Requires knowledge, skill and mental ability equivalent to a master's degree in fisheries or a related biological, life or natural science; or requires a bachelor's degree in the field supplemented by two years of directly related professional experience. Requires possession of a valid Illinois driver's license. Requires ability to obtain an Illinois Aquatic Pest Control Applicator's Certification. Requires ability to understand both written and verbal instruction. Requires ability to work under adverse environmental conditions. Requires ability to perform physically demanding work

WHERE TO APPLY

Department of Natural Resources
Attn: Dan Stephenson
Division of Fisheries
One Natural Resources Way
Springfield, IL 62702
Phone: 217-524-4111
Fax: 217-785-2438

12/05/2017



Job Title: **Social Service Program Planner III**
Agency: Children & Family Services
Closing Date/Time: Thu. 12/14/17 5:00 PM Central Time
Salary: \$4,873.00 - \$7,392.00 monthly
Job Type: Full-Time
Location: DuPage County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **1764008-643209**

Under general direction of the Regional Contracts Administrator, coordinates, plans, interprets, and monitors purchase of service contracts within the specified assigned region; recommends and reviews methods, policies, and procedures utilized in the operation of the Regional Contract Unit; conducts monitoring reviews of assigned vendors/providers and reviews billing summaries to ensure compliance with contracts; manages appropriation accounts for assigned contracts and prepares reports; maintains systems of data collection; completes abstracts for contracts and amendments.

Contact:
Shirley Treseler
406 E. Monroe, Station 440
Springfield, Illinois 62706
217-524-4391
Email: Shirley.Treseler@illinois.gov
Fax: 217-785-1765

12/05/2017



Job Title: **Lottery Sales Representative**
Agency: Illinois Lottery
Closing Date/Time: Thu. 12/07/17 5:00 PM Central Time
Salary: \$3,969.00 - \$5,913.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **LOT 16887**

Under direction, promotes and markets Lottery activities and acquires new Lottery retailers within Territory 107 which encompasses the Northwest Side of Chicago; delivers promotional material to sales retailers; processes instant ticket returns and maintains Lottery retailers' instant game inventory; assists Private Manager in festivals, fairs and mall promotional events; maintains a variety of records and compiles and prepares reports; coordinates new equipment installations with on-line vendor staff; attends and participates in sales meetings.

Agency Contact:
Illinois Lottery
101 West Jefferson St., WIB Mail Code 3-970
Springfield, IL 62702
21

12/05/2017



Job Title: Human Services Caseworker (Upward Mobility Target Title)
Agency: Healthcare & Family Services
Closing Date/Time: Thu. 12/07/17 5:00 PM Central Time
Salary: \$3,969.00 - \$5,913.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: MP2072

Under direction, determines initial applicant's eligibility and redetermines eligibility for the Bureau of Health Benefits for Workers w/Disabilities (BHBWD) Program at the point of intake; manages a caseload; responds to routine inquiries from clients; completes initial assessment of program participants; explains and interprets eligibility requirements to applicants and the general public.

Agency Contact:
Kim Fitzgerald
Bureau of Medical Administrative Support
201 South Grand Avenue East, 3rd Floor
Springfield, IL 62763

Work Telephone # (217) 558-5416
Fax # (217) 557-2565

12/05/2017



Job Title: **Accountant (Upward Mobility Target Title)**
Agency: **Juvenile Justice**
Closing Date/Time: **Tue. 12/05/17 4:00 PM Central Time**
Salary: **\$3,647.00 - \$5,342.00 monthly**
Job Type: **Full-Time**
Location: **Sangamon County, Illinois**
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **IDJJ27-00-17-0016**

Under general supervision of the Public Service Administrator (PSA), Budget Manager of the Illinois Department of Juvenile Justice (IDJJ), performs professional accounting work maintaining records and detailed ledgers on State and Federal grants. Assists in preparation of spending plans, monitoring expenditures and obligations; recommends and initiates budget adjustments;

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).

12/05/2017



Job Title: **Social Worker II (Upward Mobility Target Title)**
Agency: **Corrections**
Closing Date/Time: **Tue. 12/05/17 4:00 PM Central Time**
Salary: **\$4,821.00 - \$7,304.00 monthly**
Job Type: **Full-Time**
Location: **Jefferson County, Illinois**
Number of Vacancies: **1**
Plan/BU: **RC063**
Bid ID#: **IDOC-29-58-17-0032A**

Under general direction of the Clinical Services Supervisor, conducts motivational interviews to complete a comprehensive assessment on assigned offenders and conducts periodic updates; identifies appropriate programming; participates in the orientation of new offenders; prepares and participates in the delivery of services for offenders; provides individual and group programming; provides guidance for offenders exhibiting complex personal problems or difficulty in adjustment and growth; independently counsels and guides offenders in the areas of pre and post release in preparation for reintegration into the community

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

12/05/2017



Job Title: **Terrorism Research Specialist Trainee**
Agency: State Police
Closing Date/Time: Tue. 12/05/17 4:00 PM Central Time
Salary: \$3,647.00 - \$5,342.00 monthly
Job Type: Full-Time
Location: Sangamon County, Illinois
Number of Vacancies: **2**
Plan/BU: **RC062**
Bid ID#: **21-68-ISP17-205**

Under immediate supervision of a Watch Officer, on an assigned shift, for a period of not less than six months and not to exceed 12 months, actively participates in an orientation, in-service workshops, and on-the-job training to develop and expand intelligence gathering and terrorism research skills. Answers calls from law enforcement agencies requesting intelligence information, researches and drafts a written report in response. Completes assignments of increasing difficulty which demonstrate the ability to complete timelines and compile analytical charts, diagrams, and maps that facilitate investigate efforts.

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

12/05/2017



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



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.

What is the CTA Second Chance Program?

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



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.
 - 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.

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

Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS WWW.LASHAWNFORDD.COM EMAIL JOB LEADS TO WORKFORCE@LASHAWNFORDD.COM PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS

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



- 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.

Uber Driver Partner (Choose Your Own Hours)

WHO WE ARE:

Drive with Uber and get paid INSTANTLY in fares by helping our community of riders get around town. Driving with Uber is a great way to earn cash on your schedule. The more you drive, the more you can earn. It's simple and perfect for those looking for seasonal, work from home, entry level, temporary, or any type of part time opportunities. And now, with Instant Pay, you can drive and instantly transfer your earnings to your bank account. There's no minimum on the amount you can withdraw, and you can cash out up to 5 times a day!

WHAT YOU NEED TO KNOW:

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12/05/2017



- **Earn Great Money:** The more you drive, the more you earn.
- **Flexible Schedule:** Make your own schedule as a contractor – any time day or night.
- **Getting Started is Easy:** Signing up is quick & easy – no experience required!
- **Get Paid Weekly:** Get checks deposited into your bank account weekly.
 - You're at least 21 years' old
 - You have a 4-door vehicle
 - You have a driver's license and insurance
- You're friendly and excited to earn money on your schedule!

SIGN UP TO DRIVE: QUESTIONS? CALL 888-653-1610