



State Representative La Shawn K. Ford

DAILY JOB LISTINGS



District Office
4800 W Chicago Ave,
Chicago, IL 60651
TEL: 773-378-5902
FAX: 773-378-5903

Oak Park Office
816 S Oak Park Ave,
Suite A
Oak Park, IL 60304
TEL: 708-445-FORD
(3673)

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

01/02/2016



COMMERCIAL & PERSONAL INSURANCE

JOB ORDER ID NUMBER

593330

COMPANY NAME

Angora Insurance

JOB LOCATION

4123 WEST MONTROSE AVENUE
Chicago, IL 60630

DESCRIPTION

Description: Proving insurance to families and business

Skills: Talking with families and business in person and on the phone

Duties: Working 40-50 hrs per week. Talking with families and business about their insurance needs

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QUALITY CONTROL INSPECTOR (QC INSPECTOR)

JOB ORDER ID NUMBER

912393

COMPANY NAME

AWAY STAFFING SERVICES, INC.

JOB LOCATION

-

Chicago, IL 60642

DESCRIPTION

Our client, a leader in the PTFE business for over 50 years offering molded, machined and extruded PTFE parts for all applications, seeks an experienced QC Inspector in Chicago. Candidates **MUST** be proficient in reading blue prints, using precision measuring instruments (i.e., caliper, gages, and micrometers), and at least 2-3 years of experience working as a QC Inspector.

This is a 1st shift position. Permanent positions will be offered after a 90 day probationary period.

Keywords: Quality, Control, Assurance, QC, QA, Inspector, Technician

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SALES ASSOCIATE

JOB ORDER ID NUMBER

1037329

COMPANY NAME

Boy Scouts of America

JOB LOCATION

1218 WEST ADAMS
Chicago, IL 60607

DESCRIPTION

Description: Job position includes presenting, selling, and stocking scout shop merchandise.

Skills: Essential job function: Make sales to customers in a friendly and efficient manner, receive and stock merchandise, safe guard cash, daily housekeeping, and recommend orders for stocking. Promote the store through council contact and attendance at roundtables, scout shows, etc, professional manner used in satisfying customer complaints, communicate via phone with customers and other stores, perform other duties as assigned by management.

Physical activity includes helping to unload trucks and stocking of merchandise to include lifting, climbing, balancing, pushing, pulling, stooping, kneeling, crouching, reaching and grasping. Customer related activities include speaking and hearing.

Mental demands include reading, detail work, confidentiality, problem solving, language, stress training, math, reasoning, verbal communication, written communication, customer contact, multiple concurrent tasks, all with

Duties: Job Responsibilities:

- Provides excellent customer service in the store and on the phone.
- Processes customer orders
- Maintains a stocked, organized, and clean store.
- Opens and closes the store as directed by management using the prescribed policies and procedures.
- Safeguards BSA monies and merchandise.

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CUSTOMER ACQUISITION SPECIALIST

JOB ORDER ID NUMBER

1253358

COMPANY NAME

SilverFern MLW

JOB LOCATION

4849 NORTH MILWAUKEE AVENUE, Suite 407
Chicago, IL 60630

DESCRIPTION

Description: Customer Acquisition Specialists are responsible for being the primary and initial point of contact for our clients. We represent companies in the industries of telecommunications, wireless services, energy, and office supplies

Skills: Applicants must pass a background check and drug screen. Applicants must also be authorized to work in the US and speak English in a native/fluent manner.

Duties: Customer Acquisition Specialists start out being responsible for professionally and competently representing our clients and target specific demographic markets that are of interest to them. Specialists that prove consistency are then promoted to a training capacity and are responsible for interviewing, training, and managing newer Specialists

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VETERAN

JOB ORDER ID NUMBER

1258996

COMPANY NAME

Cook County Jail

JOB LOCATION

3015 SOUTH CALIFORNIA AVENUE
Chicago, IL 60608

DESCRIPTION

Meeting with clergy to help prevent recidivism and to help with shelter and employment.

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INVENTORY TAKER

JOB ORDER ID NUMBER

1318104

COMPANY NAME

Allied Inventory Co

JOB LOCATION

5718 NORTH WESTERN AVENUE
Chicago, IL 60659

DESCRIPTION

Perform physical inventory counts at automobile dealers, industrial warehouses and stockrooms. Successful candidates will perform an important role in inventory accuracy for Allied Inventory Company's clients. Each assignment will present the opportunity to demonstrate attention-to-detail and apply other skills during each key inventory step. Each successful candidate must demonstrate capability to perform a variety of key tasks related to inventory count accuracy.

PLEASE READ JOB DESCRIPTION AND REQUIREMENTS BEFORE APPLYING.

- *Minimum age 21 years old
- *High school graduate or GED
- *Must read, write and speak English fluently
- *Neat, legible handwriting required
- *Must have working cell phone or home phone
- *Ability to pass basic math test
- *Ability / skills for accuracy and attention to detail
- *Ability to work a flexible as-needed on-call schedule
- *Job requires ability to stand, climb, bend and reach
- *3-4 hour training session required prior to first assignment
- *Ability to work both independently as well as with other knowledgeable team members in a professional manner.

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DATA ENTRY ASSOCIATE

JOB ORDER ID NUMBER

1318105

COMPANY NAME

Allied Inventory Co

JOB LOCATION

5718 NORTH WESTERN AVENUE
Chicago, IL 60659

DESCRIPTION

Description: 10 key experience required. Data entry of inventory counts during physical inventory of automotive parts department.
Primarily weekend work from 8am – 1pm.
Job sites throughout Chicago and suburbs.
Car and driver's license required.

Duties: 10 key experience required. Data entry of inventory counts during physical inventory of automotive parts department.
Primarily weekend work from 8am – 1pm.
Job sites throughout Chicago and suburbs.
Car and driver's license required.

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LOCAL TRUCK DRIVER

JOB ORDER ID NUMBER

1457405

COMPANY NAME

EDP

JOB LOCATION

116 MAIN
CHICAGO, IL 60601

HOW TO APPLY*****

Drivers who qualify and wish to apply need to fill out the online application. Just go to <http://www.edpcareers.net/application.html> and fill out the online application. Make sure you list your e-mail address. That will be our first line of contact.

Skills: ***Here are the requirements*******

No more than 8 jobs in the last 10 years.

No more than 3 moving violations in the last 3 years.

No major accidents in the last 3 years. (jack knife, roll over, rear end)

Drivers who qualify and wish to apply need to fill out the online application. Just go to <http://www.edpcareers.net/application.html> and fill out the online application. Make sure you list your e-mail address. That will be our first line of contact.

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ARMED SECURITY OFFICER

JOB ORDER ID NUMBER

1811851

COMPANY NAME

Paragon Systems, Inc.

JOB LOCATION

STATEWIDE, Statewide
Chicago, IL 60606

DESCRIPTION

Description: This position is under the direct supervision of the Program Manager for assigned shift of the Department of Homeland Security (DHS) Federal Protective Service (FPS) and is responsible for protection, federally owned or leased facilities. FPS's mission is to provide a safe environment in which Federal agencies conduct their business without fear of violence, crime or disorder.

Skills: Must be a U.S. citizen Have a Social Security Card issued and approved by the Social Security Administration Be at least 21 years of age. Possess high school diploma from an accredited institution recognized by the U.S. Department of Education or equivalent certificate. Speak English fluently, read and comprehend written English, and compose coherent written reports in English. And meet one of the following experience/education requirements: Three years of security experience within the past five years; or An Associate's Degree in a related field and at least one year of experience; or Three years of military or National Guard (active duty or reserve) experience; or Successful completion of Police Officer's Standard Training (POST) course; or Any reasonable combination of the above (i.e., one year of security experience plus one year of college coursework related in the field). Possess a validFPS certification card, ICE form 78-3527 Pass the medical examination, drug test, and physical agility test if applicable; Completed the required training; and pass the required examination(s); Driver's license, Social security card or birth certificate, and any other certification (guard/clearance card, gun permit, OC permit Baton permit, CPR, First Aid.)

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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. (Exception for Data Processing Administrative Specialist, Data Processing Specialist, Disability Claims Adjudicator Trainee, HR Asst., HR Assoc., Insurance Analyst II, Revenue Tax Spec. Tr., Social Services Career Trainee, Telecommunicate Trainee and Dictation exams; for these titles you must arrive and be ready to test before 12:30 p.m.)

***NOTE: A government-issued photo ID is required in order to enter the JRTC building.

GET MORE INFO: <http://work.illinois.gov/default.htm>

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EQUIPMENT ASSEMBLER

JOB ORDER ID NUMBER

2135929

COMPANY NAME

Gate Gourmet

JOB LOCATION

10000 BESSIE COLEMAN DRIVE
Chicago, IL 60666

DESCRIPTION

Equipment Assembler: Responsible for assembling all of the beverages, ice, condiments and non-food items such as cutlery, napkins, linens and dishware for a flight. HOHAURORA

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COOK

JOB ORDER ID NUMBER

2135970

COMPANY NAME

Gate Gourmet

JOB LOCATION

BLDG 504 CARGO ROAD
Chicago, IL 60666

DESCRIPTION

Cook: Responsible for preparing and cooking various food items according to recipes, and for observing and enforcing strict requirements with regard to food safety. The job includes sautéing, poaching, baking, grilling, and sauce preparation, as well as working with broilers, fryers, grills, ovens and stove-top cooking. HOHAURORA

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BUSINESS ANALYST

JOB ORDER ID NUMBER

2229897

COMPANY NAME

CSG Government Solutions, Inc.

JOB LOCATION

180 NORTH STETSON AVENUE
Chicago, IL 60601

DESCRIPTION

Skills: CSG is seeking experienced Business Analysts with the following skills and experience:

- Expertise working with management, staff and other stakeholders to gather, document and track business requirements
- Expertise with Business Process Modeling and Business Process Redesign
- Expertise with developing process flow diagrams
- Expertise with Microsoft Office Suite (Word, Power point, Excel, Visio)
- Good written and verbal communication skills
- Bachelor Degree
- Willing and able to travel

Duties: Responsibilities include but not limited to the following:

- Elicitation, documentation, analysis, and validation of business processes, systems and solutions.

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PROJECT MANAGER

JOB ORDER ID NUMBER

2230044

COMPANY NAME

CSG Government Solutions, Inc.

JOB LOCATION

180 NORTH STETSON AVENUE
Chicago, IL 60601

DESCRIPTION

Description: CSG Government Solutions (CSG) is a growing government operations consulting firm that provides strategy and planning, quality management, and program modernization services primarily for state government agencies nationwide. Founded in 1997, CSG has established itself as a leading provider of innovative solutions throughout the U.S. Our corporate office is in downtown Chicago.

CSG provides business information systems planning, design, and implementation services including:

Skills: CSG is seeking experienced Project Managers with the following skills:

- Experience leading application development projects
- Excellent communication skills both verbal and written
- Experience developing comprehensive project plans
- Experience with scope definition and scope management
- Expertise in system development methodologies
- PMP certification is a plus
- Ability and willingness to travel

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MATERIAL HANDLER

JOB ORDER ID NUMBER

2264955

COMPANY NAME

Labor Pool

JOB LOCATION

322 SOUTH MICHIGAN AVENUE
Chicago, IL 60604

DESCRIPTION

Material Handler — Location: Wood Dale, Il. Shift: 2nd, M-F
Start Date: Pending Interview
Location: Wood Dale

Duties: Operate material handling equipment to load and unload materials, transfer material and move materials within warehouse to pick orders and put away product.
Maintain quality, safety and productivity standards as required
Accurately complete paperwork and maintain a clean work environment
Ability to work overtime as needed
Perform other duties as assigned

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ASSEMBLER 8.8 (HEAVY ASSEMBLY)

JOB ORDER ID NUMBER

2268076

COMPANY NAME

Labor Pool

JOB LOCATION

322 SOUTH MICHIGAN AVENUE
Chicago, IL 60604

DESCRIPTION

Description: Assembler 8.8 (Heavy Assembly)

Positions: 3 available for 1st or 2nd shift

Description: The Assembler installs various engine components and accessories according to the work instructions. Work involves being accountable for product quantity, quality workmanship methods, and meeting production schedules to achieve manufacturing objectives and profit goals.

Skills: High school diploma or GED equivalent

One or more years of basic automotive experience, mechanical, assembly or equivalent work experience preferred.

Must be Able to Pass a Background Check and Drug Screen.

Shift: 1st and 2nd

Start Date: Open

Location: Wood Dale

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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.

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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.

Once in the program, what are the expectations?

- 30-day reviews are conducted throughout the duration by immediate supervisors within their assigned work location

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- 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.

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10 Reasons to Consider Joining the Armed Forces

Whether you are considering the military out of a sense of Patriotism or duty, for action and adventure, or for a steady job in a depressed economy, there is something for everyone. Here are 10 reasons the military may be a good fit for you.



1. Patriotism, defending our nation, and a sense of duty. Military service is a time-honored way to serve others first. Walter Reuther is quoted as saying, “There is no greater calling than to serve your fellow men. There is no greater contribution than to help the weak. There is no greater satisfaction than to have done it well.” (Source). This quote sums up what it means to serve. When you join the military, you learn the true meaning of service.

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2. Jobs in a down economy. The US has experienced a difficult economy over the last few years, including high levels of unemployment, rising costs, and the outsourcing of many jobs. If you are looking for employment, consider the military, which continues to offer jobs for those who are qualified medically and academically, and who do not have an extensive criminal record.

3. Pay and benefits. A new second lieutenant starts at over \$36,000 a year plus full benefits, not including added monthly allowances of up to \$3,000, depending on where he or she is stationed. An enlisted person starts at around \$20,000 a year plus full benefits, not including added monthly allowances of up to \$1,500 depending on where he or she is stationed. Enlistment and re-enlistment bonuses can be over \$20,000. After serving only 3 years, some nuclear trained enlisted members in the Navy receive bonuses of \$90,000 for re-enlisting. Student loans can be relieved by up to \$65,000. The military is also one of the few places where you can get a full pension after serving 20 years or more. Military can reach 50-75% of the average of your final three years base salary. In some instances, you can receive more than 75% of your base pay in retirement.

4. Full medical coverage for you and your family. Military members are immediately eligible for full health care benefits for themselves and their immediate family members as soon as they enter the service, and if you stay through until retirement, you and your family can take these benefits with you when you leave the military. These health benefits extend to immediate family (e.g. spouses and children, and sometimes dependent parents). You may also be eligible for temporary military healthcare benefits after you leave the service.

5. Skills and training. The military provides advanced technical training in a variety of career fields and also offers opportunities for additional training when you are off-duty. Many military members are able to attend college that is often paid for by tuition assistance. You can use your training opportunities to advance within your career field, earn certifications or degrees, or prepare yourself to transition back into civilian life.

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6. Leadership opportunities. Military leadership is a great way to get your resume for your next career. If you were to hire someone, would you want to hire someone with proven skills and experience and a degree, or someone right out of high school/college? Give me the experienced professional any day of the week! (More tips for creating your post-military resume).

7. Travel opportunities and vacation time. The military has installations all around the world and pays for you and your family to get there and back. Your off duty time is yours and you are free to travel and see the world. The military gives you 30 days of paid leave per year, not including weekends and federal holidays, depending on your job.

Benefits after Leaving the Service

8. Education opportunities after you leave the military. The new GI Bill pays veterans who served at least 36 months a monthly living stipend and full tuition to pay for college, after they leave the military. Depending on how long the service member commits, this GI Bill can be transferred to spouses and children.

9. Buy a home with no money down with a VA Loan. The Veterans Affairs office offers veterans a way to purchase a home with no money down through the VA Loan. This makes it easier to purchase a home while you are serving, or after you have left the service.

10. A military retirement is worth millions. An officer with 20 years of service, who earns over \$100,000 per year, could retire with a pension of over \$48,000 per year for life in his or her 40's and start a second career. Imagine earning over \$4000 per month for the rest of one's life, starting at age 42. This equates to an accumulative pay of \$480,000, \$960,000, \$1.4 million in 10, 20, and 30 years, respectively, in addition to having full health care coverage and an income from a second job, if desired. (Oh, and those numbers don't account for annual cost of living adjustments which increase your monthly pension).

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