



02/10/2020

Job Title: **Switchboard Operator I - Opt SS (Upward Mobility Target Title)**  
Agency: Human Services  
Closing Date/Time: Mon. 02/24/20 5:00 PM Central Time  
Salary: \$2,771.00 - \$3,710.00 monthly  
\$33,252.00 - \$44,520.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC014**  
Bid ID#: **10-91-115832**

Requires knowledge, skill and mental development equivalent to completion of four years of high school. Requires working knowledge of switchboard operations and telephone etiquette. Requires elementary knowledge of public relations. Requires ability to communicate effectively in Spanish at the colloquial level.

**Agency Contact:**

Bureau of Employee Services  
Greer McNeil  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
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](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: **Grant Training Coordinator - Temporary - Contractual**  
Agency: Criminal Justice Information Authority  
Closing Date/Time: Mon. 02/24/20 11:59 PM Central Time  
Salary: \$50,000.00 - \$56,000.00 annually  
Job Type: Temporary  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **CJIA-PSC-53-2019**

This position is located at the Illinois Criminal Justice Information Authority at 300 West Adams, Suite 200, Chicago, Illinois 60606.

Work Hours: This position is full-time (8:30 - 5:00).

This position is TEMPORARY and does NOT include state benefits. This position is subject to the terms and conditions of a personal services contract. The terms and conditions of the contract are not subject to modification.

Please submit by email a cover letter and resume to:

Zina Smith, Human Resources  
Illinois Criminal Justice Information Authority  
[cja.hrdepartment@illinois.gov](mailto:cja.hrdepartment@illinois.gov)

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02/10/2020

Job Title: **Management Operations Analyst II**  
Agency: Children & Family Services  
Closing Date/Time: Mon. 02/24/20 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#: **2079003-791774**

Requires knowledge, skill, and mental development equivalent to completion of four years college, supplemented by a master's degree in business or public administration, with coursework in areas such as economic theory, accounting and finance, organizational theory, and operations research; requires extensive knowledge of the application and conduct of management studies

Agency Contact:  
Brenda Hart  
DCFS - 10 Collinsville Ave, #301  
East St. Louis, IL 62201

Phone: 618-583-2135  
Fax: 618-583-2059  
Email: [Brenda.Hart@illinois.com](mailto:Brenda.Hart@illinois.com)

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: Office Assistant - Opt 2  
Agency: Human Services  
Closing Date/Time: Mon. 02/24/20 5:00 PM Central Time  
Salary: \$2,849.00 - \$3,838.00 monthly  
\$34,188.00 - \$46,056.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: 1  
Plan/BU: RC014  
Bid ID#: 10-91-115825

Requires knowledge, skill and mental development equivalent to completion of high school and one year of office related experience. Requires working knowledge of alpha-numeric sequencing; working knowledge of office procedures, practices, and ability to operate commonly used office equipment. Requires ability to type at 35 wpm.

**Agency Contact:**

Bureau of Employee Services  
Greer McNeil  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
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](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: **Criminologist - Non-Code Position**  
Agency: Criminal Justice Information Authority  
Closing Date/Time: Mon. 02/24/20 5:00 PM Central Time  
Salary: \$70,000.00 - \$80,000.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **CJIA 98616-01-2020**

This position is located at the Illinois Criminal Justice Information Authority at 300 West Adams, Suite 200, Chicago, Illinois 60606.

Work Hours: Full-time position (37.5 hours per week).

This position is a NONCODE position. This position is non-union and not covered by the Personnel Code.

Please submit resume and cover letter to:

[cja.hrdepartment@illinois.gov](mailto:cja.hrdepartment@illinois.gov)

Please type the title of the position in the e-mail subject and your first and last name.

For example: Criminologist/John Doe

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: **Human Services Caseworker**  
Agency: Human Services  
Closing Date/Time: Continuous  
Salary: \$3,994.00 - \$5,913.00 monthly  
\$47,928.00 - \$70,956.00 annually  
Job Type: Full-Time  
Location: Statewide, Illinois  
Number of Vacancies: **1**  
Bid ID#: **I-HCD Continuous**

Requires Bachelor's degree in psychology, sociology, anthropology, social welfare or equivalent educational attainment in related field plus one year of professional casework or crisis intervention experience in a social services agency. Successful completion of agency-sponsored training program may be substituted for experience. Requires ability to travel.

**[Click Here for Applicant Information and Grading Procedures](#)**

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).

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).





02/10/2020

Job Title: **Senior Public Service Administrator - Opt 8N**  
Agency: Human Services  
Closing Date/Time: Tue. 02/18/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **TG000**  
Bid ID#: **10-90-115750**

Requires knowledge, skill and mental development equivalent to completion of four years of college. Requires four years prior experience working in Maternal and Infant Health program areas. **Requires licensure as a Registered Nurse in the State of Illinois.**

**Please forward application with Posting ID and Bid Form to:**

Hillary Vassmer  
Bureau of Employee Services  
100 South Grand Avenue East, 3rd Floor  
Springfield, IL 62762  
FAX: 217-524-3385  
[Hillary.Vassmer@Illinois.gov](mailto:Hillary.Vassmer@Illinois.gov)

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: **InfoNet Developer**  
Agency: Criminal Justice Information Authority  
Closing Date/Time: Wed. 02/19/20 11:59 PM Central Time  
Salary: \$6,250.00 - \$7,092.00 monthly  
Job Type: Temporary  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **CJIA 37015-02-2020**

Education: Requires knowledge, skill, and mental development equivalent to a four-year degree in computer science, computer engineering, or closely related information technology field from an accredited university.

Please submit resume and cover letter to:

[cja.hrdepartment@illinois.gov](mailto:cja.hrdepartment@illinois.gov)

Please type the title of the position in the e-mail subject line and your first and last name.

For example: InfoNet Developer/Jane Doe

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).





02/10/2020

Job Title: **Technical Manager VI Personnel Services Manager**  
Agency: Transportation  
Closing Date/Time: Tue. 02/18/20 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**  
Bid ID#: **IPR#44053**

**Position Requirements:**

- Education/Experience:
  - o Completion of a bachelor's degree majoring in human resources, business administration, or public administration plus three years of experience in human resources, business administration, public administration, governmental operations or a combination thereof OR
  - o Eleven years of experience in human resources, business administration, public administration, governmental operations or a combination thereof
- Valid driver's license

**Position Desirables:**

- Ability to plan, organize and execute administrative or technical program requirements.
- Working knowledge of Department of Central Management Services (DCMS) rules, departmental personnel policies and union contracts.
- Strong oral and written communications skills.
- Ability to maintain harmonious relationships with employees, agency officials and the general public.
- Ability to develop and maintain effective working relationships among diverse groups of professional and technical personnel.
- Ability to plan and direct efforts of subordinate staff for efficient accomplishment of objectives.

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.

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).



02/10/2020

Job Title: **Public Aid Eligibility Assistant**  
Agency: Human Services  
Closing Date/Time: Thu. 02/13/20 5:00 PM Central Time  
Salary: \$3,004.00 - \$4,126.00 monthly  
\$36,048.00 - \$49,512.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC028**  
Bid ID#: **10-91-115657**

Requires knowledge, skill and mental development equivalent to completion of high school and requires one year of clerical supportive experience in the Department of Human Services or equivalent training and experience.

**Agency Contact:**

Bureau of Employee Services  
Craig Meredith  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
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](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: **Public Aid Eligibility Assistant – Opt PO**  
Agency: Human Services  
Closing Date/Time: Thu. 02/13/20 5:00 PM Central Time  
Salary: \$3,004.00 - \$4,126.00 monthly  
\$36,048.00 - \$49,512.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC028**  
Bid ID#: **10-91-115658**

Requires knowledge, skill and mental development equivalent to the completion of high school. Requires one year of clerical supportive experience in the Department of Human Services or equivalent training and experience. Requires ability to follow written and oral instructions. Requires ability to establish and maintain working relationships with agency staff and the general public. Requires the ability to speak, read and write Polish at a colloquial skill level.

**Agency Contact:**

Bureau of Employee Services  
Craig Meredith  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
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](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: **Public Aid Eligibility Assistant - Opt SS**  
Agency: Human Services  
Closing Date/Time: Thu. 02/13/20 5:00 PM Central Time  
Salary: \$3,004.00 - \$4,126.00 monthly  
\$36,048.00 - \$49,512.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **2**  
Plan/BU: **RC028**  
Bid ID#: **10-91-115660-61**

Requires knowledge, skill and mental development equivalent to completion of high school and requires one year of clerical supportive experience in the Department of Human Services or equivalent training and experience. Requires ability to speak, read and write Spanish at a colloquial skill level.

**Agency Contact:**

Bureau of Employee Services  
Craig Meredith  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
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](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: **Technical Advisor II**  
Agency: Children & Family Services  
Closing Date/Time: Thu. 02/13/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC010**  
Bid ID#: **2003004-030096**

Requires graduation from a recognized law school; requires the possession of a valid license to practice law in Illinois; requires travel.

Contact:

Heather Poe  
406 E. Monroe, Sta #373  
Springfield, IL 62701  
Phone: 217-524-0266 Fax: 217-524-3970  
Email: [heather.poe@illinois.gov](mailto:heather.poe@illinois.gov)

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: **Criminologist - Non-Code Position**  
Agency: Criminal Justice Information Authority  
Closing Date/Time: Mon. 02/24/20 5:00 PM Central Time  
Salary: \$70,000.00 - \$80,000.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **CJIA 98616-01-2020**

The preferred candidate will have a Ph.D. in criminology, criminal justice, political science, psychology, sociology, or other relevant discipline. Individuals with a Master's Degree in the aforementioned disciplines and who have the requisite experience will also be considered. 5 years of experience in criminal justice system and prior experience conducting research related to violent crime, violence prevention, or other area within the field of criminology; experience synthesizing large bodies of criminal justice-related research in user-friendly formats to inform and guide the state's criminal justice practice, policy, and funding decisions; experience designing, executing and managing large research projects, including the identification of research questions, appropriate research design, methodology and analyses, project budgeting, and writing of final reports; experience guiding and directing junior research staff; advanced qualitative statistics and research methodology; demonstrated working experience with statistical methods and models incorporating a broad range of variable types and statistical approaches; experience in manipulating and managing large datasets; experience applying and securing research grants a plus; ability to travel in state, including valid Illinois driver's license.

Please submit resume and cover letter to:

[cja.hrdepartment@illinois.gov](mailto:cja.hrdepartment@illinois.gov)

Please type the title of the position in the e-mail subject and your first and last name.

For example: Criminologist/John Doe

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).





02/10/2020

Job Title: **InfoNet Research Analyst**  
Agency: Criminal Justice Information Authority  
Closing Date/Time: Wed. 02/19/20 11:59 PM Central Time  
Salary: \$3,577.00 - \$4,713.00 monthly  
Job Type: Temporary  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **ICJIA 37015-03-2020**

Education: Requires a Master's Degree in criminal justice, sociology, psychology, public administration, political science, or related field.

Experience: Requires at least two years of professional experience conducting research projects analyzing quantitative and qualitative data, and summarizing findings. Experience may include research assistantships or internships. Prior experience may include conducting research related to victims, victim services, or related fields of victimology.

Please submit resume and cover letter to:

[cja.hrdepartment@illinois.gov](mailto:cja.hrdepartment@illinois.gov)

Please type the title of the position in the e-mail subject line and your first and last name.

For example: InfoNet Research Analyst/John Doe

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: **Corrections Nurse Trainee**  
Agency: Corrections  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Will County, Illinois  
Number of Vacancies: **6**  
Plan/BU: **RC023**  
Bid ID#: **IDOC29-82-17-1108**

Requires graduation from an approved nursing education program resulting in an associate or diploma degree in nursing or a bachelor's degree in nursing. Requires licensure as a registered nurse in the State of Illinois. Requires current cardiopulmonary resuscitation certification. Requires elementary knowledge of diversified professional nursing principles, concepts and practices. Requires elementary knowledge of pharmacology of commonly prescribed medicines and drugs and their therapeutic and possible adverse reactions. Requires ability to provide professional nursing care based on orders of the physician and specific needs of the patient. Requires ability to maintain security of the work and comply with all facility rules, regulations, policies and directives. Requires ability to successfully clear an in-depth background investigation. Requires ability to adhere to detailed rules of conduct with regard to appropriate

**WORK LOCATION/AGENCY CONTACT:**

Cathy Beckway, HR Rep  
IDOC Stateville Correctional Center  
16830 S. Route 53  
Crest Hill, IL 60403  
Phone: (815) 727-3607 Ext. 6693  
Fax: (815) 727-0838  
Email: [Cathy.Beckway@illinois.gov](mailto:Cathy.Beckway@illinois.gov) interaction with inmates or students.

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: **Medical Administrator III**  
Agency: Human Services  
Closing Date/Time: Fri. 02/14/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Part-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **TA000**  
Bid ID#: **10-66-115760**

Requires an Illinois license to practice medicine and completion of an approved residency in Psychiatry. Requires three years of substantive psychiatric medical experience in directing, planning and evaluation a medical/clinical program.

**Agency Contact:**

Tammy Y. Jackson  
Employee Services, HR Specialist  
100 S. Grand Avenue East, 3rd Floor  
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](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



02/10/2020

Job Title: **Social Services Career Trainee - Opt MC**  
Agency: Human Services  
Closing Date/Time: Continuous  
Salary: \$3,371.00 - \$4,826.00 monthly  
Job Type: Full-Time  
Location: Statewide, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **10 41 SSCT MC**

Requires a Bachelor's degree, ability to communicate effectively in Sign Language and ability to complete coursework to obtain a Master's degree in specified time.

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

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02/10/2020

Job Title: **Child Welfare Specialist (Upward Mobility Target Title)**  
Agency: Children & Family Services  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: 2 Counties, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC063**  
Bid ID#: **Continuous**

Preferably requires a master's degree in social work; or a master's degree in a related human service field, supplemented by one year of directly related professional casework/case management experience; or requires a bachelor's degree in social work and one year of directly related professional casework/case management experience; or requires a bachelor's degree in a related human service field and two years of directly related professional casework/case management experience; requires possession of a valid driver's license, daily access to an automobile, and proof of vehicle insurance; requires physical, visual and auditory ability to carry out assigned duties; requires ability to serve on 24 hour "on call" duty.

**This posting is for recruitment purposes and is intended for those currently not employed with DCFS**

Interested applicants should submit a [CMS 100 Employment Application](#) (version dated 07/2019), and preferably a legible copy of your Official college transcripts to [DCFS.Work4DCFS@illinois.gov](mailto:DCFS.Work4DCFS@illinois.gov)

Applicants should indicate 2 work county choices on their [CMS 100 Employment Application](#)

**Additional Documentation for Child Welfare Specialist:**

[Class Specification](#)

These documents are in PDF format and can be viewed using [Adobe Reader](#).

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).





02/10/2020

Job Title: **Civil Engineer Trainee**  
Agency: Transportation  
Closing Date/Time: Fri. 04/24/20 4:30 PM Central Time  
Salary: \$4,275.00 - \$5,085.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **22**  
Plan/BU: **PM-00**  
Bid ID#: **IPR#44175**

**Position Requirements:**

- Completion of a master's or bachelor's degree in engineering from an ABET accredited college OR a current Engineer Intern License in the state of Illinois (includes those expecting to graduate in the spring of 2020)
- Minimum 2.5 cumulative GPA in engineering related courses (If 2.0-2.5 GPA, candidate must have passed the Fundamentals of Engineering exam)
- Valid driver's license

**Position Desirables:**

- Strong oral and written communication skills

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.

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

Unofficial college transcripts must be included with application. Official college transcripts must be submitted upon date of employment. Applicants possessing an Engineer Intern License must also include a copy with application. Applicants not submitting these documents by the posting deadline will not be considered for employment.

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).





02/10/2020

## **Second Chance Program**

CTA's Second Chance program is a nationally recognized program that provides valuable job skills and career opportunities to Chicago residents who often face challenges re-entering the workforce.

The Second Chance program takes a holistic approach to preparing individuals to be self-sufficient. It not only provides jobs to nonviolent ex-offenders, victims of abuse and others who face barriers to employment, but also offers a wide range of training, education, mentoring and networking.

Since 2011, the program has doubled in size to become one of the largest re-entry programs in the country. So far, more than 870 Chicagoans have participated—gaining experience they might not have received elsewhere. More than 260 Second Chance participants have been hired permanently by CTA, with dozens of others moving on to private-sector jobs.

The program has helped hundreds of people turn their lives around, and provide for their families.

### **How to apply**

Job seekers need to actively participate in one of the 19 designated agencies' work readiness programs. The CTA Second Chance program is in regular communication with the agencies listed below. The agencies' top participants are referred to CTA for the bus, rail car and facility servicer Second Chance positions.

<https://www.transitchicago.com/secondchance/>

### **Who can you call if you have questions?**

If you still have questions about this program, you can contact the CTA Second Chance Hotline - 312-681-2293.

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).