



06/04/2020

Job Title: **Underage Compliance Assistant**
Agency: **Liquor Control Commission**
Salary: **\$15.00 / Hour**
Job Type: **Temporary**
Location: **Statewide, Illinois**
Number of Vacancies: **100**
Bid ID#: **ILCC CP1001**

Must have a high school diploma or actively enrolled in high school. Must be 18-19 years of age. Must be available to work a variety of hours, including nights and possible weekends. Must have a valid driver's license to be able to provide proof of age.

Work Hours: Various Shifts, Including Nights and Weekends; Details Average 4-5 Hours; Potentially 10-20 Hours per Month

Work Location:

Candidates will be chosen to service one or more of the following counties: Cook, McHenry, Whiteside, Lake, Madison, St. Claire, Jo Davies, Carroll, Kankakee, Woodford, Jefferson, Saline, Johnson, Union, Adams, Pike, Brown, Hancock, Ogle, Bureau, LaSalle, Rock Island, Knox, McLean, Champaign, Douglas, Macoupin, Tazewell, Fayette, Jasper, DeKalb, Kane, Will, Sangamon, Randolph, White, Iroquois, Henry, Winnebago, Peoria, Shelby, Macon, Clark, Marion, Washington, Greene, Christian, Mason, McDonough.

Agency Contact:

Illinois Liquor Control Commission– Human Resources
300 West Jefferson St., Suite 300
Springfield, IL 62702
217-782-6562 Phone
217-524-1911 Fax

In compliance with the Americans with Disabilities Act and the Illinois Human Rights Act, State agencies must ensure that the employment process is accessible to persons with disabilities. Specifically, these laws require that the State provide reasonable accommodations upon request by individuals participating in all steps of the employment process. This includes the State of Illinois Rutan interview process.

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).



06/04/2020

Job Title: Telecommunicator Trainee
Agency: State Police
Closing Date/Time: Continuous
Salary: \$3,196.00 - \$4,468.00 monthly
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: 21-40-ISP20-061

Requires knowledge, skill, and mental development equivalent to completion of four years of high school. Qualifying state employees in the employee Upward Mobility Program may complete combinations of specific proficiency tests and training programs leading to a certificate of proficiency in lieu of the stated requirements for this class. Requires elementary knowledge of the Operation and care of a keyboard and related equipment. Requires elementary knowledge of office practices and procedures, business English, spelling, and commercial arithmetic. Requires skill to type accurately at a minimum of 30 wpm. Requires ability to receive, understand, and act upon aural and written instructions and information through the use of a two-way radio and telephone. Requires ability to acquire a valid LEADS operator certificate. Requires a clear speaking voice. Requires ability to maintain self control under stressful conditions. Must be able to pass an agency background check. Must be able to work assigned shifts, weekends, and holidays.

Anticipated Starting Salary: \$3,196/mo; \$38,352/yr

Chicago locations: Salary in hire rate is \$4,294 - \$4,468/mo

Current bargaining unit employees - contractual language applies

Full bargaining unit range: \$38,352/yr - \$53,616/yr

Work Hours: Indeterminate

Work Location:

Statewide

Agency Contact

Submit completed application via Email (include BID ID in Subject line) or USPS:

Illinois State Police/Human Resources

801 S. 7th St., Ste. 700 Annex

Springfield, IL 62703

ISP.JobPostings@illinois.gov

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06/04/2020

Job Title: Telecommunicator Specialist
Agency: State Police
Closing Date/Time: Continuous
Salary: \$3,874.00 - \$5,685.00 monthly
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: 21-40-ISP20-062

Requires knowledge, skill and mental development equivalent to completion of four years of high school. Requires successful completion of the Telecommunicator Trainee Program. Requires possession of a valid LEADS operator certificate. Requires successful completion of agency provided call taker program. Requires successful completion of specialized training in operation of a sophisticated multi-channel trunked radio communications system. Requires a clear speaking voice. Requires ability to receive, understand, and act upon aural and written instructions and information through the use of two-way radio and telephone. Requires ability to effectively and accurately communicate both verbally and in written form. Requires ability to maintain self-control under stressful conditions. Requires ability to properly arrange material for transmission and to determine priority of messages. Requires ability to establish and maintain satisfactory working relationships with other employees, officers, and the public. Must be able to work assigned shifts, weekends and holidays.

Anticipated Starting Salary: \$3,874/mo; \$46,488/yr
Current bargaining unit employees - contractual language applies
Full bargaining unit range: \$46,488/yr - \$68,220/yr

Work Hours: Indeterminate

Work Location:
Statewide

Agency Contact

Submit signed application via email (include BID ID in Subject line) or USPS:
Illinois State Police/Human Resources
801 S. 7th St., Ste. 700 Annex
Springfield, IL 62703
ISP.JobPostings@illinois.gov

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



06/04/2020

Job Title: **Switchboard Operator I (Upward Mobility Target Title)**
Agency: Human Services
Closing Date/Time: Thu. 06/04/20 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#: **10-91-22390**

Requires knowledge, skill and mental development equivalent to completion of four years of high school. Qualifying state employees in the employee Upward Mobility Program may complete combinations of specific proficiency tests and training programs leading to a certificate of proficiency in lieu of the stated requirements for this classification. Requires working knowledge of switchboard operations and telephone etiquette. Requires elementary knowledge of public relations.

8:30 am – 5:00 pm (M-F)

Homewood MMU
1055 West 175th St. Suite 201
Homewood, IL 60430

Anticipated Started Salary Range – \$33,252 - \$44,520
Current Bargaining Unit Employees – Collective Bargaining Agreement language applies

Where to Apply:

DHS.HiringUnit@illinois.gov

Include posting ID # and bidders names in subject line when applying

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 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).



06/04/2020

Job Title: **Support Service Worker**
Agency: Human Services
Closing Date/Time: Tue. 06/09/20 5:00 PM Central Time
Salary: \$2,761.00 - \$3,389.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC009**
Bid ID#: **10-79-116178**

Requires knowledge, skill and mental development equivalent to completion of High School supplemented by six months experience in the housekeeping area. Requires skill in the basic operation of machinery and equipment found in the assigned areas, such as vacuums, scrubbers, buffers, etc, Requires ability to instruct others in simple methods and procedures common to work area. Prefers the ability to work with fellow employees. Requires ability to follow verbal instructions. Requires the ability to perform heavy physical work such as emptying trash cans into dumpsters, etc.

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

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06/04/2020

Job Title: **Staff Development Specialist I**
Agency: Human Services
Closing Date/Time: Thu. 06/04/20 5:00 PM Central Time
Salary: \$4,468.00 - \$6,680.00 monthly
\$53,616.00 - \$80,160.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-91-22432**

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

8:30 am – 5:00 pm (M-F)

Region I North - Central Office
Chicago Read Annex Building
4300 North Oak Park Ave.
Chicago, IL 60634

Anticipated Started Salary Range – \$53,616 - \$80,160
Current Bargaining Unit Employees – Collective Bargaining Agreement language applies

Where to Apply:

DHS.HiringUnit@illinois.gov

Include posting ID # and bidders names in subject line when applying

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 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).



06/04/2020

Job Title: **Social Services Career Trainee - Opt SS**
Agency: Human Services
Closing Date/Time: Continuous
Salary: \$3,371.00 - \$4,826.00 monthly
\$40,452.00 - \$57,912.00 annually
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: **20**
Plan/BU: **RC062**
Bid ID#: **CONTINUOUS - INFORMATIONAL**

Requires Bachelor's degree in psychology, sociology/anthropology, social welfare or equivalent educational attainment in a related field of the social sciences. Requires ability to understand and follow oral and written instructions. Requires the ability to speak, read and write Spanish at a colloquial skill level.

Candidates interested in the Social Services Career Trainee need to take a written test at CMS.

For testing information go to: <http://work.illinois.gov> (listed at the top of posting)

For DHS assistance contact: dhs.recruitment@illinois.gov

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



06/04/2020

Job Title: **Social Services Career Trainee - Manual Communication**
Agency: Human Services
Closing Date/Time: Continuous
Salary: \$3,347.00 - \$4,898.00 monthly
\$40,164.00 - \$58,776.00 annually
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: **20**
Plan/BU: **RC062**
Bid ID#: **CONTINUOUS INFORMATIONAL**

Requires u Bachelor's degree in psychology, sociology/anthropology, social welfare or equivalent educational attainment in a related field of the social sciences. Requires ability to understand and follow oral and written instructions. Requires the ability to communicate in Sign Language at a colloquial skill level.

Candidates interested in the Social Services Career Trainee need to to take a written test at CMS.

For testing information go to: <http://work.illinois.gov> (listed at the top of posting)

For DHS assistance contract: dhs.recruitment@illinois.gov

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



06/04/2020

Job Title: **Social Services Career Trainee**
Agency: Human Services
Closing Date/Time: Continuous
Salary: \$3,347.00 - \$4,898.00 monthly
\$40,164.00 - \$58,776.00 annually
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: **20**
Plan/BU: **RC062**
Bid ID#: **CONTINUOUS - Informational**

Requires Bachelor's degree in anthropology, psychology, sociology, social welfare or equivalent educational attainment in a related field of the social sciences. Requires ability to understand and follow oral and written instructions. Requires the ability to communicate effectively in verbal and written form.

Candidates interested in the Social Services Career Trainee need to to take a written test at CMS.

For testing information go to: <http://work.illinois.gov> (listed at the top of posting)

For DHS assistance contract: dhs.recruitment@illinois.gov

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



06/04/2020

Job Title: Social Service Program Planner Iv
Agency: Children & Family Services
Closing Date/Time: Fri. 06/12/20 5:00 PM Central Time
Salary: \$5,548.00 - \$8,443.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: 2066001-661811

Requires knowledge, skill, and mental development equivalent to completion of four years of college, supplemented by a related master's degree; requires two years of progressively responsible professional experience in community organization, social service work, or in program planning and development; requires possession of a valid driver's license and ability to travel.

Specialized Skills: Of the previously noted years of experience, requires that the experience include direct child welfare casework, including intact family services and permanency/foster care services for DCFS or private sector partner agencies.

Anticipated starting Salary \$5,548.00

Work Location: 1911 S. Indiana, Chicago, IL 60616

Work Hours: M-F 8:30 AM - 5:00 PM

Agency Contact: Frances Cunningham

Phone: (312) 814-5987 Fax: (312) 814-5986

Email: Frances.Cunningham@Illinois.gov

Address: DCFS-Clinical - 100 W. Randolph, Chicago. IL 60601

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).



06/04/2020

Job Title: Senior Public Service Administrator - Opt 8N
Agency: Public Health
Closing Date/Time: Wed. 06/17/20 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#: IDPH 49-20-0269

Requires knowledge, skill and mental development equivalent to the completion of four years college with courses in health education, physical and biological sciences, nursing. Requires prior experience equivalent to four years of progressively responsible administrative experience in a business or private organization. Requires licensure as a Registered Nurse.

Anticipated Starting Salary: \$8,333-\$9,833/month

Full Range: \$99,996 to \$117,996 yearly

Work Hours & Location:

Monday - Friday 8:30AM - 5:00PM
Office of Health Care Regulation
Division of Health Care Facilities & Programs
122 S. Michigan Ave.
Chicago, IL

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

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).



06/04/2020

Job Title: **Senior Public Service Administrator - Opt 6**
Agency: Children & Family Services
Closing Date/Time: Wed. 06/10/20 5:00 PM Central Time
Salary: \$4,292.00 - \$12,734.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **TA000**
Bid ID#: **2079610-791984S**

Requires an MSW and four years of administrative child welfare experience or a master's degree in a related human services field, in business administration, or a juris doctorate, and five years of administrative child welfare experience; requires possession of a valid driver's license and ability to travel.

Anticipated Starting Salary: \$ 7916 – \$9166/Month
Salary Range: \$4,292 - \$12,734/Month

Work days & hours

Monday-Friday
8:30 AM -5:00 PM

Location:

DCFS
1911 S. Indiana
Chicago, Illinois 60616

Contact : Tracey Hardrick

Bureau Of Operations
2020 W. Roosevelt Rd., 2nd Flr.
Chicago, Illinois 60608
Phone:312-814-3775
Fax:312-814-1224
Email: Tracey.Hardrick@illinois.gov

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



06/04/2020

Job Title: **Security Officer (Upward Mobility Target Title)**
Agency: Human Services
Closing Date/Time: Fri. 06/12/20 5:00 PM Central Time
Salary: \$3,570.00 - \$4,987.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **4**
Plan/BU: **RC029**
Bid ID#: **10-79-22726-9**

Requires knowledge, skill and mental development equivalent to the completion of high school. Qualifying state employees in the Upward Mobility Program shall have the stated requirements of this classification waived by successful completion of specific proficiency tests and training programs. Requires working knowledge of facility security requirements and regulations, restraint procedures and techniques to control combative individuals. Requires ability to climb stairs, chase runaways and physically restrain and control individuals. Requires a valid Illinois driver's license.

Work Location:
Chicago Read Mental Health Center
4200 North Oak Park Ave
Chicago, IL

Work Hours TBD

Anticipated Starting Salary Range – \$3,570 to \$4,987 per month or \$42,840 to \$59,844 per year

Current Bargaining Unit Employees – Collective Bargaining Agreement language applies

Where to Apply: DHS.MHHiringUnit@illinois.gov

Include posting ID # and bidders names in subject line when applying

If this position requires an automated/skills test, candidates must take this test by the close of the posting period in order to receive a grade. For more information, please click here.

Agency Contact:
Bureau of Employee Services
Andrew Surratt
100 South Grand Ave East, 3rd floor
Springfield, IL 62762

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).



06/04/2020

Job Title: **Security Officer (Upward Mobility Target Title)**
Agency: Human Services
Closing Date/Time: Mon. 06/15/20 5:00 PM Central Time
Salary: \$3,643.00 - \$4,665.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **2**
Plan/BU: **RC029**
Bid ID#: **10-82-22558-9**

Under general supervision, performs safety property and protection services involving patients, employees, visitors and state property within the facility. Assists other unit staff in restraining and controlling combative or acting out patients. Takes actions allowed to apprehend uncooperative and potentially combative patients within policies and procedures. Enforces traffic rules and regulation of the facility. Communicates with patients, staff and other members of the community.

Work Location:
Madden Mental Health Center
1200 South First Avenue
Hines, IL

10:00 pm – 6:00 am with days off TBD once hired

Anticipated Starting Salary Range – \$3,570 to \$4,987 per month or \$42,840 to \$59,844 per year

Current Bargaining Unit Employees – Collective Bargaining Agreement language applies

Where to Apply: DHS.MHHiringUnit@illinois.gov

Include posting ID # and bidders names in subject line when applying

If this position requires an automated/skills test, candidates must take this test by the close of the posting period in order to receive a grade. For more information, please click here.

Agency Contact:
Bureau of Employee Services
Andrew Surratt
100 South Grand Ave East, 3rd floor
Springfield, IL 62762

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06/04/2020

Job Title: **Research Analyst**
Agency: Criminal Justice Information Authority
Closing Date/Time: Fri. 06/12/20 5:00 PM Central Time
Salary: \$60,000.00 - \$62,500.00 annually
Job Type: Temporary
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **CJIA PSC-06-2020**

Requires Master's Degree in criminology, criminal justice, sociology, psychology, political science, or other related field. Requires at least one year's experience assisting with or conducting research projects that involve critically summarizing academic literature, developing and administering survey, interview, or other protocols, analyzing qualitative or quantitative data, and writing major findings. Ability to critical analyze, interpret, and effectively summarize research methods and findings published in academic journals; understanding of social science research methodologies; ability to develop research protocols that effectively measure key constructs and program activities; ability to analyze qualitative and quantitative data using statistical software when appropriate; and ability to summarize technical research findings in a manner that is accessible to lay persons.

Please apply by emailing a cover letter and resume to:

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: 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 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).



06/04/2020

Job Title: **Rehabilitation Workshop Instructor I**
Agency: Human Services
Closing Date/Time: Fri. 06/12/20 5:00 PM Central Time
Salary: \$3,021.00 - \$4,186.00 monthly
\$36,252.00 - \$50,232.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **20**
Plan/BU: **RC009**
Bid ID#: **10-72-22690-22709**

Requires knowledge, skill and mental development equivalent to the completion of four years of high school. Requires one year experience in a rehabilitation workshop or related field. Requires elementary knowledge of individual behavior problems. Requires working knowledge of rehabilitation workshop operations. Requires working knowledge of tools and machinery common to rehabilitation workshops. Requires working knowledge of operations common to packing, assembly, and fabrication of small items. Requires ability to supervise work performance of a small group of individuals. Requires ability to teach elementary workshop tasks to individuals. Requires ability to inspect and control quantity of finished products and to record services rendered.

Work Location:
Ludeman DD Center
114 N Orchard
Park Forest, IL 60466

HOURS: 8:00 am - 4:30 pm
Anticipated Started Salary Range – \$36,252 - \$ 50,232

Current Bargaining Unit Employees – Collective Bargaining Agreement language applies

Where to Apply: DHS.DDHiringUnit@illinois.gov

Include posting bidders names and bid ID # in subject line of email and on all applications when applying.

Agency Contact:
Bureau of Employee Services
Alice Schroeder
100 South Grand Ave East, 3rd floor
Springfield, IL 62762

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).



06/04/2020

Job Title: **Rehabilitation Counselor Trainee - Opt V (Upward Mobility Target Title)**
Agency: Human Services
Salary: \$3,874.00 - \$5,685.00 monthly
\$46,488.00 - \$68,220.00 annually
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: **20**
Plan/BU: **RC062**
Bid ID#: **Continuous - Informational**

Requires possession of a Master's Degree from a college or university program accredited by the Council On Rehabilitation Education (CORE); or, a Master's Degree from an accredited college or university in rehabilitation counseling, rehabilitation administration, clinical psychology, counseling psychology, deaf education, special education, or a closely related field. Requires ability to travel.

Spanish Speaking Option, SSV- Requires the ability to speak, read and write Spanish at a colloquial skill level.

Manual Communication Option, MCV - Requires the ability to pass the assessment for sign language at the advanced level.

Agency Contact:

Sherrie Bridges
Division of Rehabilitation Services
100 S. Grand Avenue East
Springfield, IL 62764
217-524-7550
Sherrie.Bridges@illinois.gov

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



06/04/2020

Job Title: **Rehabilitation Counselor Trainee - Opt H (Upward Mobility Target Title)**
Agency: Human Services
Salary: \$3,874.00 - \$5,685.00 monthly
\$46,488.00 - \$68,220.00 annually
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: **20**
Plan/BU: **RC062**
Bid ID#: **Continuous - Informational**

Requires possession of a Master's Degree from a college or university program accredited by the Council On Rehabilitation Education (CORE); or, a Master's Degree from an accredited college or university in rehabilitation counseling, rehabilitation administration, clinical psychology, counseling psychology, deaf education, special education, social work, sociology, gerontology, nursing, or a closely related field. Requires ability to travel .

Spanish Speaking Option, SSH - Requires the ability to speak, read and write Spanish at a colloquial skill level.

Agency Contact:

Sherrie Bridges
Division of Rehabilitation Services
100 S. Grand Avenue East
Springfield, IL 62764
217-524-7550
Sherrie.Bridges@illinois.gov

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06/04/2020

Job Title: **Registered Nurse II-Infection Control Coordinator**
Agency: Human Services
Closing Date/Time: Wed. 06/17/20 4:00 PM Central Time
Salary: \$5,372.00 - \$7,305.00 monthly
Job Type: Full-Time
Location: Cook County Zone 3, Illinois
Number of Vacancies: **01**
Plan/BU: **RC023**
Bid ID#: **10-72-22792**

Requires graduation from an approved nursing education program resulting in an associate degree in nursing and two years of progressively responsible nursing experience or a bachelor's degree in nursing and one year of professional nursing experience or a master's degree in nursing. Requires licensure as a Registered Nurse in the state of Illinois. Requires previous experience in infection control, Public Health or school nursing. Candidates must have basic computer software skills and knowledge of statistics. Requires ability to travel. Requires the ability to obtain the certification of Infection Prevention and Control (CIC) within 2 years in accordance with the Gubernatorial Disaster Proclamation issued 3/9/2020, Executive Order 2020-10, and the Department of Human Services operational efforts to meet urgent public health conditions.

WORK LOCATION:

Elisabeth Ludeman Center
114 N. Orchard Drive
Park Forest, IL 60466

WORK HOURS:

Monday -Friday
8:30 AM-5:00 PM
On-call as assigned

AGENCY CONTACT

Alice M. Chambers
Human Resources Representative
114 North Orchard Drive
Park Forest, IL 60466
email: alice.chambers@illinois.gov
fax: 708-283-3017

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06/04/2020

Career Counseling Services

State government career counseling services are provided by CMS Assessment Centers either by mail, email or through individual, in-person counseling sessions. Note that in-person counseling sessions are available at all CMS Assessment Centers by appointment only on a limited, first come-first serve basis and available sessions fill up quickly so applicants are strongly encouraged to take advantage of career counseling services offered via mail or email.

Counseling by Mail: If you want to take advantage of counseling by mail, complete a CMS-100 application, indicate that you want counseling by mail and your geographic employment preferences and salary requirements, and mail your application and request to the Chicago or Springfield assessment center. To ensure prompt service, mark the envelope "Request for Counseling by Mail." Upon receipt, career counseling staff will evaluate your education and experience along with your employment interests and preferences as to salary and geographic location and will send back a list of potential state position titles for which you may qualify that coincide with your interests and preferences along with examination information. You may contact the assessment center if you have any follow-up questions once you receive and review this information.

Counseling by Email: If you prefer, you can request counseling by email. Complete and attach to the email your CMS-100 application, indicate that you want counseling by email along with your geographic employment preferences and salary requirements, and email your request and application to: CMS.CounselingByEmail@Illinois.gov

Upon receipt, career counseling staff will evaluate your education and experience along with your employment interests and preferences as to salary and geographic location and respond via email with potential state position titles for which you may qualify that coincide with your interests and preferences along with examination information. You may contact the assessment center if you have any follow-up questions once you receive and review this information.

Career Counseling Session: If you schedule an appointment for a career counseling session at a CMS Assessment Center, you must complete and bring your CMS-100 application with you to the assessment center. A career counseling session lasts approximately 30 minutes. The career counselor will review your education and experience as reported on your CMS-100 application and discuss state government employment opportunities with you that match your credentials and employment preferences with position titles for which you may be qualified and answer any questions you may have regarding examination procedures and eligibility requirements. If you are unable to make your appointment, please contact the assessment center in advance to cancel your appointment.

Career Services also provides special assistance to Illinois veterans through the [Veterans Outreach Program](#). Please direct all Veteran Outreach issues directly to VeteransOutreachByEmail@illinois.gov.

From its Chicago office, CMS also offers the [Diversity Enrichment Program](#) (DEP) headquartered in the James R. Thompson Center (JRTC). The Program is responsible for the recruitment of well-qualified candidates for employment in underutilized categories for State employment through targeted outreach events and applicant counseling and is a resource for all State agencies, boards and commissions to supplement their recruiting efforts and develop strategies for diversification.

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