



06/05/2020

Job Title: **Registered Nurse II**  
Agency: Human Services  
Salary: Depends on Qualifications  
Job Type: Part-Time  
Location: Kankakee County, Illinois  
Number of Vacancies: **9**  
Plan/BU: **RC023**  
Bid ID#: **10-75-38132-PT**

Under direction, functions as shift coordinator for residential areas on the evening and night shifts. Directs and monitors the activities of direct care staff and individuals. Assigns staff, provides guidance and training, monitors work performance, recommends corrective action. Provides professional nursing care services to individuals served at the Shapiro Center; monitors vital signs, examines individuals and monitors physical conditions and reactions to treatments; administers prescribed oral medications; documents administered medications and treatments. On a rotation basis, provides professional nursing care services to other units within the Shapiro Center. Ensures compliance with facility, department and Public Health policies and procedures.

Anticipated Starting Salary - \$5372/mo \$64,464/yr to \$7305/mo \$87,660/yr

Current Bargaining Unit Employees - CBA Language Applies

Full Bargaining Unit Range - \$5372/mo \$64,464/yr to \$7305 mo \$87,660/yr

**\*Salary listed is pro-rated based on the number of hours worked\***

Work Location: Shapiro Center Campus

Work hours: varies based on operational needs and available shifts. Shifts available: 4:00 pm - 4:30 am; 7:45 pm - 8:15 am. Rotating days off which include every other weekend off.

Contact:

Shapiro Center HR, 100 E. Jeffery Street, Kankakee IL 60901

Phone: 815-939-8222 Fax: 815-939-8560

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).



06/05/2020

Job Title: **Registered Nurse I - Opt SS (Upward Mobility Target Title)**  
Agency: Human Services  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **9**  
Plan/BU: **RC023**  
Bid ID#: **10/79-38131SS**

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 license as a Registered Nurse in the State of Illinois. This class is included as an Upward Mobility Program, credential title. Requires working knowledge of set up, application, use and care of specialized medical equipment. Requires working knowledge of pharmacology of commonly prescribed medicines and drugs and their therapeutic and possible adverse reactions. Requires ability to acquire maintain Cardiopulmonary Resuscitation (CPR) certificate. Requires ability to provide professional nursing care based on orders of the physician and the specific needs of the patient. Requires ability to evaluate patient condition and behavior and prepare accurate detailed records of such observations. Requires ability to apply emergency medical techniques such as CPR, control of bleeding, airway maintenance. Requires ability to instruct non-nursing professional in the proper practices and procedures of patient care. Requires ability to maintain security of the work area and comply with facility rules, regulations, policies and directives. Requires ability to speak, read and write Spanish at a colloquial skill level.

**Anticipated Starting Salary - \$57,372 /yr to \$77,820/yr**  
**Current Bargaining Unit Employees - CBA Language Applies**  
**Full Bargaining Unit Range - \$57,372/yr to \$77,820/yr**

**CONTACT INFORMATION:**

Summer Doxie  
Human Resource Office  
Chicago Read Mental Health Center  
4200 N. Oak Park Avenue Chicago, IL 60634  
fax 773-794-5583

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).



06/05/2020

Job Title: **Physician Specialist - Option D - Opt S18**  
Agency: Human Services  
Closing Date/Time: Tue. 06/16/20 4:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC063**  
Bid ID#: **10-82/115322**

Under general direction of the Associate Medical Director, practices psychiatry and clinically direct a caseload on an inpatient pavilion. Ensures psychiatric treatment of recipients meets standards of care. Evaluates assigned cases at Intake. Provides clinical direction to staff involved in direct care. Provides back-up coverage of other pavilions. Serves as a member of the medical committees, pavilion and program meetings, case evaluation, audit and utilization review committee. Signs certificates for involuntary patient admissions and testifies in court. Attends and participates in mandatory training. Communicates in Spanish to patients and their families who do not read or speak English.

Clinical Department  
8:30a - 4:30p Pav 3

**Anticipated Starting Salary: Opt D \$166,368.00 yr - \$231,084.00 yr**  
**Current Bargaining Unit Employees - Collective Bargaining Agreement Language applies**  
**Full Bargaining Unit Range: Opt D \$166,368.00 yr - \$231,084.00 yr**

Valarie Laird/Human Resources  
Madden Mental Health Center  
1200 S. First Ave  
Hines, IL. 60141

Fax# 708-338-7078

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).



06/05/2020

Job Title: **Registered Nurse I (Upward Mobility Target Title)**  
Agency: Human Services  
Closing Date/Time: Continuous  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County Zone 4, Illinois  
Number of Vacancies: **8**  
Plan/BU: **RC023**  
Bid ID#: **10-82/38131**

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. This class is included as an Upward Mobility Program credential title. Requires working knowledge of diversified professional nursing principles, concepts and practices. Requires working knowledge of pharmacology of commonly prescribed medicines and drugs and their therapeutic and possible adverse reactions. Requires ability to acquire and maintain Cardiopulmonary Resuscitation (CPR) certificate. Requires the ability to apply emergency medical techniques such as CPR, control bleeding, airway maintenance. Requires ability to instruct non-nursing personnel in the proper practices and procedures of patient care. Requires ability to maintain security of the work area and comply with all facility rules, regulations, policies and directives. Requires ability to evaluate patient condition and behavior and prepare accurate detailed records of such observations. Requires ability to identify most appropriate positive treatment regime and carry out that treatment in accordance with best practice and behavior modification. Requires ability to pass CPI training.

**Hours of work will be based upon operational needs and available shifts at time of employment**

**8a-4p**

**4p-12a**

**12a-8a**

**Rotating days off**

Anticipated Starting Salary \$69,828 / yr to \$77,820 / yr  
Current Bargaining Unit Employees - CBA Language Applies  
Full Bargaining Unit Range \$57,372 / yr to \$77,820 / yr

Valarie Laird/Human Resources  
Madden Mental Health Center  
1200 S. First Ave  
Hines, IL. 60141-7000

Fax# 708-338-7078

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06/05/2020

Job Title: **Public Service Administrator - Opt 8L**  
Agency: Employment Security  
Closing Date/Time: Wed. 06/10/20 11:59 PM Central Time  
Salary: \$95,000.00 / Year  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **GB063**  
Bid ID#: **RA 09206**

Requires graduation from a recognized law school supplemented by the possession of a license to practice law in Illinois; three years of professional experience in legal work or in the conduct of judicial or quasi-judicial hearings. Requires knowledge of Administrative Law, General Accounting, substantive law and rules of evidence. Requires ability to: apply legal precedents and prior administrative decisions, rulings and principles to fact situations found within cases; draft complex and technical legal documents in simple language; maintain satisfactory working relationships with staff, attorneys, employers and their legal representatives; use a personal computer with related software programs such as database management, spreadsheets, electronic mail, word processing and the Internet; plan and direct the development, implementation and maintenance of agency programs and services and to supervise clerical and legal staff. Requires ability to travel.

**AGENCY CONTACT/ Where to Apply:**

IDES Recruitment & Selection  
33 S. State Street - 8th Floor  
Chicago, IL 60603  
Attn: Sudi Garcia  
Fax: (312) 793-5052  
Scan: [DES.JOBS@illinois.gov](mailto:DES.JOBS@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).





06/05/2020

Job Title: **Public Service Administrator - Opt 6 Quality Mgr**  
Agency: Human Services  
Closing Date/Time: Mon. 06/15/20 4:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Temporary  
Location: Cook County Zone 4, Illinois  
Number of Vacancies: **1**  
Bid ID#: **PSC 21-010**

Requires knowledge, skill and mental development equivalent to completion of four years of college with course work in a social or human services field. Prefer's Master's degree in a related field. Requires three years progressively responsible administrative experience in a comprehensive quality management program. Requires the ability to develop, evaluate and revise methods, procedures and performance standards. Requires extensive knowledge in assessing compliance with accreditation and certification standards within all operational systems, preferably within a large and complex healthcare organization.

Mon-Fri  
8am to 4pm  
Quality Services Dept.

Valarie Laird/ Human Resources  
Madden Mental Health Center  
1200 S. First Ave  
Hines, IL. 60104

Fax# 708-338-7078

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).



06/05/2020

Job Title: **Public Service Administrator - Opt 6**  
Agency: Children & Family Services  
Closing Date/Time: Wed. 06/17/20 5:00 PM Central Time  
Salary: \$6,258.00 - \$9,614.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC063**  
Bid ID#: **2050003 - 509076**

Requires a master's degree in social work from a recognized college or university and three years administrative child welfare experience or a master's degree in an acceptable human services field from a recognized college or university and four years administrative child welfare experience; requires travel.

**Anticipated Starting Salary: \$6,258mo.**

**Agency Contact:** Frances Cunningham  
**Phone:** (312) 814-5987 Fax: (312) 814-5986  
**Email:** [Frances.Cunningham@Illinois.gov](mailto:Frances.Cunningham@Illinois.gov).

**Address:** DCFS-Clinical - 100 W. Randolph, Chicago. IL 60601  
**Work Location:** 100 W. Randolph, Chicago IL 60601  
**Work Hours:** M-F 8:30 AM - 5:00 PM

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).



06/05/2020

Job Title: **Public Service Administrator - Opt 1**  
Agency: Human Services  
Closing Date/Time: Tue. 06/09/20 4:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County Zone 4, Illinois  
Number of Vacancies: **1**  
Plan/BU: **GB063**  
Bid ID#: **10-82/117277**

Requires knowledge, skill and mental development equivalent to four years of college with course work in business or public administration. Requires three years progressively responsible administrative experience in a public or private organization.

8a - 4p  
Mon - Fri  
Business Office

Valarie Laird/Human Resources  
Madden Mental Health Center  
1200 S. First Avenue  
Hines, IL. 60141

Fax # 708-338-7078

Anticipated Starting Salary \$69,876/yr - \$91,715/yr  
Full Salary Range \$37,392/yr - \$123,036/yr

**This is a non-union title**

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).





06/05/2020

Job Title: **Public Service Administrator (R3) - Opt 1**  
Agency: Criminal Justice Information Authority  
Closing Date/Time: Fri. 06/12/20 11:59 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **CJIA 37015-07-2020**

Requires knowledge, skill, and mental development equivalent to completion of four years of college preferably with coursework in business of public administration; requires prior experience equivalent to three years of progressively responsible administrative experience in program planning, budgeting and/or grant management at a public or business organization; requires the ability to supervise staff; requires the ability to develop and manage a support agency program and to analyze administrative problems and adopt an effective course of action; requires excellent oral and written communication skills; requires the ability to communicate with diverse groups; requires proficiency in Microsoft Word and Excel; requires a valid driver's license and the ability to travel; prefer six years of professional experience in program planning in economic development, violence prevention services, re-entry services, youth development services, or

**WORK HOURS:**

8:30 am - 5:00 pm  
1 unpaid lunch hour  
Monday - Friday

**WORK LOCATION:**

Illinois Criminal Justice Information Authority  
300 W. Adams Street, Suite 200  
Chicago, Illinois 60606

Submit CMS100 and Bid form (**Bid Form is required only if you are a current or former State employee**) to Zina Smith:

[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: Public Service Administrator R3/John Doeivil legal aid.

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).



06/05/2020

Job Title: **Public Aid Eligibility Assistant - Opt SS**  
Agency: Human Services  
Closing Date/Time: Fri. 06/05/20 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#: **10-91-22394**

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 follow written and oral instructions. Requires ability to establish and maintain working relationships with agency staff and the general public. Requires ability to speak, read or write Spanish at a colloquial skill level.

**8:30 am – 5:00 pm (M-F)**

South Loop FCRC  
1112 S. Wabash  
Chicago, IL 60605

**Anticipated Started Salary Range – \$36,048 - \$49,512**  
**Current Bargaining Unit Employees – Collective Bargaining Agreement language applies**

**Where to Apply:**

**[DHS.HiringUnit@illinois.gov](mailto:DHS.HiringUnit@illinois.gov)**

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

**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).



06/05/2020

Job Title: **Public Aid Eligibility Assistant**  
Agency: Human Services  
Closing Date/Time: Tue. 06/09/20 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#: **10-91-22461**

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.

**8:30 am – 5:00 pm (M-F)**

Stroger FCRC  
1701 South 1st Ave., Suite 100  
Maywood, IL 60153

**Anticipated Started Salary Range – \$36,048 - \$49,512**  
**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).



06/05/2020

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](mailto: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](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).



06/05/2020

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](mailto: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](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).





06/05/2020

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](mailto: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](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).



06/05/2020

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](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: 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).



06/05/2020

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](mailto: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

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06/05/2020

**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](mailto: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](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).



06/05/2020

**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](mailto:Sherrie.Bridges@illinois.gov)

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06/05/2020

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](mailto:alice.chambers@illinois.gov)  
fax: 708-283-3017

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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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.

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06/05/2020

## 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](mailto: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](mailto: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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