



07/22/2020

Job Title: **Clinical Laboratory Technologist Trainee**  
Agency: Public Health  
Closing Date/Time: Thu. 07/23/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **2**  
Plan/BU: **RC062**  
Bid ID#: **IDPH 55-19-0225 & 55-19-0368**

Requires a Bachelor's degree in one of the chemical, biological, medical technology, clinical laboratory sciences, or physical sciences from a recognized college or university; Requires working knowledge of laboratory techniques used for scientific laboratory examinations. Requires ability to compare, analyze and/or identify various organisms/substances.

**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.HRAApplications@illinois.gov](mailto:DPH.HRAApplications@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).



07/22/2020

Job Title: **Clinical Laboratory Technologist I - Opt A**  
Agency: Public Health  
Closing Date/Time: Thu. 07/23/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **2**  
Plan/BU: **RC062**  
Bid ID#: **IDPH 55-19-0228 & 55-19-0229**

Requires a Bachelor's degree in medical technology from a recognized college or university; or a bachelor's degree from a recognized college or university in one of the chemical, biological, or physical sciences, supplemented by one year's professional clinical laboratory experience. Requires the ability to use stringent sterile techniques and bio-chemical test routinely performed to identify disease causing organisms; requires the ability to interpret complex tests to identify clinical microorganisms; requires the ability to safely work with highly pathogenic organisms in order to protect the health of the individual and coworkers. Requires knowledge and experience in all aspects of microbiology, general bacteriology, mycobacteriology, parasitology, and mycology. Requires extensive knowledge of CLIA regulations governing microbiology laboratories.

**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.HRAApplications@illinois.gov](mailto:DPH.HRAApplications@illinois.gov)

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07/22/2020

Job Title: Office Clerk - Opt SS1  
Agency: Human Services  
Closing Date/Time: Thu. 07/23/20 5:00 PM Central Time  
Salary: \$2,782.00 - \$3,686.00 monthly  
\$33,384.00 - \$44,232.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: 1  
Plan/BU: RC014  
Bid ID#: 10-91-24869

Requires knowledge, skill and mental development equivalent to completion of high school. Requires elementary knowledge of grammar, spelling and punctuation. Requires ability to follow oral and written instructions. Requires ability to speak, read and write in Spanish at a colloquial skill level.

**Agency Contact:**

Bureau of Employee Services  
Greer McNeil  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
FAX: 217-524-2116

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07/22/2020

Job Title: **Accountant Advanced**  
Agency: Commerce & Economic Opportunity  
Closing Date/Time: Thu. 07/23/20 11:59 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **DCEO42-40-186.20**

Requires a valid driver's license to meet the travel requirements to conduct workshops and technical assistance.

Requires knowledge, skill and mental development equivalent to completion of four years college, with courses in business administration and accounting. Requires two years of professional accounting, fiscal review and monitoring.

**Applications** are preferred via **email** during the **COVID-19 STAY AT HOME** order; however, we understand that it may be difficult for some applicants to submit a **signed application** by email.

- For current State employees, the Illinois.gov email address should be listed on the application and also used for submission.
- For applicants external to the State, the application must be submitted from the email address listed on the application.
- **If you are unable to submit a signed application by email, please contact us at [CEO.HR@illinois.gov](mailto:CEO.HR@illinois.gov) with any concerns or questions you may have.**
- We will do our best to accommodate based on the needs of our applicants during this difficult time.

**Please send all applications to: [CEO.HR@illinois.gov](mailto:CEO.HR@illinois.gov)**

**Please include the BID ID # on the SUBJECT LINE, BID FORM and CMS 100/100B.**

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07/22/2020

Job Title: **Military Maintenance Engineer**  
Agency: Military Affairs, Department of  
Closing Date/Time: Thu. 07/23/20 11:59 PM Central Time  
Salary: \$3,899.00 - \$5,804.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC042**  
Bid ID#: **21-001**

REQUIREMENTS: Requires active or retired (minimum 20 years) membership in the Illinois National Guard or retired (minimum 20 years) US Armed Forces, if last active duty assignment was with the Illinois National Guard. Requires active or retired (20 yrs) membership in the Illinois National Guard. Requires knowledge, skill and mental development equivalent to the completion of 4 years high school. Requires one year experience in performing a variety of semi-skilled manual tasks in the maintenance of building and grounds. Requires one year experience in the repair and operation of electronic systems. Knowledge of construction and maintenance materials. Working knowledge of one or more of the mechanical and building trades. Requires skill in the use of tools and the ability to perform semi-skilled manual work. Requires knowledge and minimum of one year experience in the operation of heavy equipment to include but not limited to: road grader, bulldozer, tractors, scoop loader, forklift, back hoe and snowplow. Ability to follow oral and written instructions. Requires ability to lift and carry 50 pounds, i. e., heavy boxes, supplies, etc.; ability to move heavy furniture and equipment; requires being on feet for long period of time; ability to bend and stoop. Requires a valid driver's license in the appropriate classification as required by law. Must acquire and maintain a Common Access Card issued by Department of Defense for computer access.

**WHERE TO APPLY:**

**Current State Employee:** Must submit a Notice of Interest in Vacancy/Bid Form, AFSCME Transfer Form these forms can be found on the [www.work.illinois.gov](http://www.work.illinois.gov) and select "Forms" and the DMA FM115 Application may be obtained by visiting the website <http://www.il.ngb.army.mil/> select "Employment Opportunities: then select "DMA FM-115". Mail forms to Department of Military Affairs, State Personnel Office, 1301 N. MacArthur Boulevard, Spfld, IL 62702-2399, fax them to 217/761-3418 or email to [ng.il.ilarng.mbx.state-personnel@mail.mil](mailto:ng.il.ilarng.mbx.state-personnel@mail.mil).

**Note: Applications submitted on forms issued prior to the 7/2015 revision will NOT be accepted.**

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07/22/2020

Job Title: **Technical Advisor II**  
Agency: Human Rights Commission  
Closing Date/Time: Fri. 07/24/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **45252 HRC-0GC**

Requires graduation from a recognized law school. Requires the possession of a license to practice law in Illinois. Requires working knowledge of judicial and quasi-judicial procedures and rules of evidence. Requires working knowledge of the common law and the provisions of State and federal laws relating to administrative and regulatory functions.

**AGENCY CONTACT:**

Dr. Ewa Ewa, Personnel Officer  
IL Human Rights Commission  
100 W Randolph St., Suite 5-100  
Chicago IL 60601  
Phone: 312-814-6269  
Email: [ewa.ewa@illinois.gov](mailto:ewa.ewa@illinois.gov)

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07/22/2020

Job Title: **Project Manager**  
Agency: Human Services  
Closing Date/Time: Fri. 07/24/20 5:00 PM Central Time  
Salary: \$3,528.00 - \$7,609.00 monthly  
Job Type: Temporary  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **PSC - 21 - 020**

The Employment First Personal Services Contract, under direction of the Statewide Housing and Employment First Coordinator, works to create systems change that results in increased community-based integrated employment opportunities for individuals with significant disabilities. This contract will collaborate with the Divisions of Rehabilitation Services, Developmental Disabilities, Mental Health, the Department of Commerce and Economic Opportunity, and the Department of Healthcare and Family Services to align policies, service delivery practices, and reimbursement structures to commit competitive integrated employment services for youth and adults with significant disabilities.

**Agency Contact:**

Sherrie Bridges  
Manager/Personnel Support Unit  
Division of Rehabilitation Services  
100 South Grand Avenue East  
Springfield, Illinois 62794  
Telephone: (217) 524-7550  
Fax: (217) 558-6275  
[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).



07/22/2020

Job Title: **Internal Auditor I**  
Agency: Illinois Gaming Board  
Closing Date/Time: Fri. 07/24/20 5:59 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **IGB 24868**

Requires a bachelor's degree in the field of Accounting or Finance; requires completion of Internal Auditor training as an Internal Auditor Trainee OR, requires two years of professional auditing experience; prefers two years of progressively responsible accounting experience in a public or private organization. Requires working knowledge of accounting and audit theory and procedures; requires working knowledge of the Gaming Board's programs, policies and regulations; requires working knowledge of management principles and techniques, including organization, management, program accountability, governmental operations and systems analysis; requires strong conceptual, communication, comprehension, interpersonal and analytical skills; requires working knowledge of computer spreadsheets and word processing applications. Requires the ability to travel.

Agency Contact:

Illinois Gaming Board, Human Resources  
801 South 7th Street, Suite 400 South  
Springfield, IL 62703  
217-557-2821 Phone  
217-524-1932 Fax OR Scan To: [tammy.fink@igb.illinois.gov](mailto:tammy.fink@igb.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).





07/22/2020

Job Title: **Staff Development Specialist I**  
Agency: Human Services  
Closing Date/Time: Mon. 07/27/20 5:00 PM Central Time  
Salary: \$4,587.00 - \$6,820.00 monthly  
\$55,044.00 - \$81,840.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **10-91-24902**

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.

**Agency Contact:**

Bureau of Employee Services  
Greer McNeil  
100 South Grand Ave East, 3rd floor  
Springfield, IL 62762  
FAX: 217-524-2116

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07/22/2020

Job Title: **Administrative Assistant I - Opt A3**  
Agency: Department of Labor  
Closing Date/Time: Mon. 07/27/20 11:59 PM Central Time  
Salary: \$4,336.00 - \$6,444.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC028**  
Bid ID#: **DOL 2021-30-200-02**

Requires knowledge, skill and mental development equivalent to completion of four years of college, preferably with courses in public or business administration. Requires one year of professional experience in a public or business organization. Prefers one-year experience in a support function that includes, at least in part, a demonstrated responsibility for protected or confidential information. Requires a working knowledge of Microsoft Office suite, mainframe and personal computer operations. Prefers knowledge of state labor laws and agency programs, policies and procedures. Requires ability to establish and maintain cooperative working relationships and communication clearly.

Contact:

Illinois Department of Labor  
Attention: Human Resources  
900 South Spring Street  
Springfield, IL 62704

[DOL.104@illinois.gov](mailto:DOL.104@illinois.gov) with **DOL 2021-30-200-02** in the subject line

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).



07/22/2020

Job Title: Office Clerk - Opt SS1  
Agency: Human Services  
Closing Date/Time: Thu. 07/23/20 5:00 PM Central Time  
Salary: \$2,782.00 - \$3,686.00 monthly  
\$33,384.00 - \$44,232.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: 1  
Plan/BU: RC014  
Bid ID#: 10-91-24869

Requires knowledge, skill and mental development equivalent to completion of high school. Requires elementary knowledge of grammar, spelling and punctuation. Requires ability to follow oral and written instructions. Requires ability to speak, read and write in Spanish at a colloquial skill level.

**Where to Apply:**

**Please email applications and bid forms to:  
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

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07/22/2020

Job Title: **Human Rights Mediator**  
Agency: Human Rights Department  
Closing Date/Time: Wed. 07/22/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County Zone 1, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **20-36**

Requires four years of college or knowledge, skill and mental development equivalent to completion of four years of college. Knowledge and experience in computer operations. One year of professional experience working in a public or private organization, or the equivalent experience and training. Must be certified mediator (minimum 40 hour program) with significant experience mediating disputes, which can substitute for the professional experience.

**Agency Contact:**

Adam Coe  
Department of Human Rights  
100 West Randolph Street, Suite 10-100  
Chicago, Illinois, 60601  
312-814-6219 Telephone  
312-793-2121 Fax

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).



07/22/2020

Job Title: **Clinical Laboratory Technologist Trainee**  
Agency: Public Health  
Closing Date/Time: Thu. 07/23/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **2**  
Plan/BU: **RC062**  
Bid ID#: **IDPH 55-19-0228 & 55-19-0229**

Requires a Bachelor's degree in one of the chemical, biological, medical technology, clinical laboratory sciences, or physical sciences from a recognized college or university; Requires working knowledge of laboratory techniques used for scientific laboratory examinations. Requires ability to compare, analyze and/or identify various organisms/substances.

**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.HRAApplications@illinois.gov](mailto:DPH.HRAApplications@illinois.gov)

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07/22/2020

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.

[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](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).

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).



07/22/2020

Job Title: **Gaming Licensing Analyst**  
Agency: Illinois Gaming Board  
Closing Date/Time: Wed. 07/29/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **8**  
Plan/BU: **RC062**  
Bid ID#: **IGB 24970**

Under direction, receives, reviews and analyzes applications provided by individuals and corporate entities seeking licensure by the Illinois Gaming Board (IGB); provides written analysis to supervisor, accompanied by a plan of action, for each application requiring attention; receives and interprets fingerprint responses and criminal information obtained from the Illinois State Police Bureau of Identification (ISP BOI) and the Federal Bureau of Investigation (FBI); maintains complex databases and spreadsheets to track information related to gaming, video gaming, and sports wagering applicants; maintains video, gaming, sports wagering, and supplier renewal files; maintains written and verbal communication with Agency Divisions, other State, Federal and local law enforcement agencies and other gaming jurisdictions.

Work Hours: Monday – Friday, 8:30 am - 5:00 pm

Work Location:

Illinois Gaming Board  
Michael A. Bilandic Building  
160 North LaSalle, 3rd FL  
Chicago, IL (Cook County)

Agency Contact:

Illinois Gaming Board, Human Resources  
801 South 7th Street, Suite 400 South  
Springfield, IL 62703  
217-557-2821 Phone  
217-524-1932 Fax OR Scan To: [IGB.jobs@igb.illinois.gov](mailto:IGB.jobs@igb.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).



07/22/2020

Job Title: **Industrial Services Consultant II**  
Agency: Department of Labor  
Closing Date/Time: Mon. 07/27/20 11:59 PM Central Time  
Salary: \$4,139.00 - \$6,128.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **2**  
Plan/BU: **RC062**  
Bid ID#: **DOL 2021-20-200-01**

Requires knowledge, skill and mental development equivalent to completion of four years college with coursework in engineering, physical sciences (physics, chemistry, biology, etc.), or safety/health management. Requires one year of experience in industrial or construction firms engaged in industrial, mechanical or construction processes such as: insurance loss control representative, fire safety inspector, safety engineer or any equivalent combination of training and experience. Requires extensive knowledge of Federal and State OSHA standards. Requires the ability to establish and maintain satisfactory working relationships with management, supervisors, union representatives and personnel. Requires the ability to effectively communicate orally and in writing. Requires the ability to develop and present training to employers and employees. Requires the possession of a valid Illinois driver's license, automobile liability insurance and the ability to travel throughout Illinois. Requires the ability to pass a medical evaluation, wear a negative pressure respirator and walk for extended periods of time while carrying equipment weighing 15 to 30 pounds.

Contact:

Illinois Department of Labor  
Attention: Ann Pufundt  
900 South Spring Street  
Springfield, IL 62704  
Fax (217) 782-0596

email to [DOL.104@illinois.gov](mailto:DOL.104@illinois.gov) with **DOL 2020-20-200-16 in the subject line.**

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).





07/22/2020

Job Title: **Public Aid Eligibility Assistant - Opt SS**  
Agency: Human Services  
Closing Date/Time: Mon. 07/27/20 5:00 PM Central Time  
Salary: \$3,093.00 - \$4,213.00 monthly  
\$37,116.00 - \$50,556.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC028**  
Bid ID#: **10-91-24880**

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.

**Where to Apply:**

**Please email applications and bid forms to:**

**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 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).



07/22/2020

Job Title: **Child Protection Specialist - Opt SS**  
Agency: Children & Family Services  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: 2 Counties, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **Continuous**

Preferably requires a master's degree in social work; or requires a master's degree in a related human service field, in criminal justice, criminal justice administration, or law enforcement and one year of directly related professional experience; or requires a bachelor's degree in social work and one year of directly related professional experience; or requires a bachelor's degree in a related human service field, in criminal justice, criminal justice administration, or law enforcement and two years of directly related professional 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; requires ability to speak and write Spanish at a colloquial skill level.

**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 Protection Specialist SS:**

[Class Specification](#)

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07/22/2020

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**

**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  
LCCHumanResources@illinois.gov

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](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).



07/22/2020

Job Title: **Corrections Treatment Officer**  
Agency: Corrections  
Salary: \$4,422.00 - \$6,593.00 monthly  
Job Type: Full-Time  
Location: Will County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC006**  
Bid ID#: **IDOC29-89-Continuous**

Requires either a bachelor's degree from an accredited college or university specializing in criminal justice, penology, psychology, social work or a closely related social science, or a bachelor's degree from an accredited college or university in another field of study and at least one year of experience providing direct service in the field of mental health and one year of experience in the field of corrections. Requires successful completion of an approved corrections treatment officer training program. Requires a valid driver's license and the ability to travel.

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

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07/22/2020

## 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.

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).