



State Representative La Shawn K. Ford

DAILY JOB LISTINGS



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

Chicago Austin * Oak Park * Riverside *
North Riverside * Brookfield * Berwyn *
Proviso Township * Forest Park * La
Grange * LaGrange Park * Western Springs

07/27/2018



Job Title: **Support Service Worker**
Agency: Human Services
Closing Date/Time: Wed. 08/01/18 4:59 PM Central Time
Salary: \$2,700.00 - \$3,641.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC009**
Bid ID#: **10/79-105137**

Requires knowledge, skill and mental development equivalent to completion of high school and six months experience working in a professional/hospital dietary kitchen. Requires knowledge of portion control and application to serving portions of food.

Dietary Department
1 Day 6:00am-2pm Rotating days off
CONTACT INFORMATION:
Summer Doxie
Human Resource Office
Chicago Read Mental Health Center
4200 N. Oak Park Avenue Chicago, IL 60634
fax 773-794-5583

JRTC Suite 4-500 100 W. Randolph Chicago IL, 60601-3219
Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS WWW.LASHAWNFORD.COM EMAIL JOB LEADS TO WORKFORCE@LASHAWNFORD.COM PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS
Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>

07/27/2018



Job Title: **Public Service Administrator - Opt 8L**
Agency: Children & Family Services
Closing Date/Time: Wed. 08/01/18 5:00 PM Central Time
Salary: \$3,116.00 - \$9,765.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **1824005 - 240209**

Requires graduation from a recognized law school; requires the possession of a license to practice law in Illinois and three years of administrative experience in the practice of law, preferably in the area of immigration, with additional experience in child welfare or public welfare law; requires possession of a valid driver's license and ability to travel.

Contact: Dahra Parenteau Office of the Guardian
17 N. State Street, 7th Fl Chicago, IL 60602
PHONE: 312-793-1430; **FAX:** 312-793-3546
E-MAIL: Dahra.parenteau@illinois.gov

Work Location: 17 N. State Street, 7th Fl Chicago, IL 60602
Work Hours: Monday - Friday 8:30 AM - 5:00 PM

07/27/2018



Job Title: **Public Service Administrator - Opt 8L**
Agency: Children & Family Services
Closing Date/Time: Wed. 08/01/18 5:00 PM Central Time
Salary: \$3,116.00 - \$9,765.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **1824006 - 242186L**

Requires graduation from a recognized law school; requires the possession of a license to practice law in Illinois and three years of administrative experience in the practice of law, preferably in the areas of child welfare or public welfare law; requires possession of a valid driver's license and ability to travel; joint degree of law with Masters of Social Work (MSW) is preferred.

Contact: Dahra Parenteau Office of the Guardian 17 N. State Street, 7th Fl Chicago, IL 60602
PHONE: 312-793-1430; **FAX:** 312-793-3546
E-MAIL: Dahra.parenteau@illinois.gov

Work Location: 17 N. State Street, 7th Fl Chicago, IL 60602
Work Hours: Monday - Friday 8:30 AM - 5:00 PM

07/27/2018



Job Title: **Veterinary Technician**
Agency: Illinois Racing Board
Closing Date/Time: Wed. 08/01/18 5:00 PM Central Time
Salary:
Job Type: Part-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC014**
Bid ID#: **IRB 18545**

Requires knowledge, skill, and mental development equivalent to completion of high school. The duties of this position can be performed at any racetrack under the jurisdiction of the IRB and requires the ability to travel to and from any track as assigned. Requires demonstrated horse related experience, physical skill, and patience to work safely and in step with potentially volatile Standardbred or Thoroughbred racehorses in a highly regulated and controlled environment. Requires the ability and attitude to adhere to strict protocol and procedure when procuring, handling and processing equine urine samples to ensure they are not compromised and strict chain of custody is maintained.

Agency Contact:
Illinois Racing Board
Human Resources
100 W. Randolph; 5-700
Chicago, IL 60601
312-814-2600
312-814-5062 Fax

JRTC Suite 4-500 100 W. Randolph Chicago IL, 60601-3219
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07/27/2018



Job Title: **Clinical Laboratory Technologist I - Opt A**
Agency: Public Health
Closing Date/Time: Thu. 08/02/18 5:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **IDPH 55-18-0195**

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 years' professional clinical laboratory experience.

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

07/27/2018



Job Title: **Clinical Laboratory Technologist Trainee**
Agency: Public Health
Closing Date/Time: Thu. 08/02/18 5:00 PM Central Time
Salary: \$3,647.00 - \$5,342.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **IDPH 55-18-0195**

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 clinical laboratory techniques and tests; and the ability to identify clinical microorganisms.

Targeted Title: Clinical Laboratory Technologist 1, Opt A

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

07/27/2018



Job Title: Office Associate - Opt 2
Agency: Children & Family Services
Closing Date/Time: Thu. 08/02/18 5:00 PM Central Time
Salary: \$2,935.00 - \$4,065.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: 1813043-131937

Requires knowledge, skill and mental development equivalent to completion of high school and two years of office experience; requires the ability to type accurately at 45 wpm; requires a working knowledge of legal, social, and medical terminology.

Contact:
Karen Wagner
1911 S Indiana Ave
9th Floor
Chicago, IL 60616
Phone: 312-328-2461
Fax: 312-328-2321
Email: DCFS.LicensingPersonnel@illinois.gov

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07/27/2018



Job Title: **Unemployment Insurance Special Agent**
Agency: Employment Security
Closing Date/Time: Thu. 08/02/18 11:59 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **2**
Bid ID#: **RCRA 12136**

Under direction, performs investigations of a highly complex, sensitive nature to assess the propriety of unemployment benefit payments based upon the criteria contained in laws and policies of the State of Illinois and Federal Department of Labor. Interacts with claimants, employers, government agencies and the general public to detect and investigate overpayments fraud and other violations of the state and federal laws.

All other applicants must follow the instructions below. PLEASE DO NOT SUBMIT YOUR APPLICATION TO THIS AGENCY.

Please note: FAXED APPLICATIONS & BIDS ARE NOT ACCEPTED

Testing & Grading questions can be directed to:
CMS - 312-793-3565 (Chicago) or 217-524-1321 (Springfield)

07/27/2018



Job Title: **Unemployment Insurance Special Agent - Opt SS**
Agency: Employment Security
Closing Date/Time: Thu. 08/02/18 11:59 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **RCRA 12137**

Under direction, performs investigations of a highly complex, sensitive nature to assess the propriety of unemployment benefit payments based upon the criteria contained in laws and policies of the State of Illinois and under Federal Department of Labor. Interacts with claimants, employers, government agencies and the general public to detect and investigate overpayments, fraud and other violations of the state and federal laws. Provides interpretive services for Spanish Speaking clients

All other applicants must follow the instructions below. PLEASE DO NOT SUBMIT YOUR APPLICATION TO THIS AGENCY.

Please note: FAXED APPLICATIONS & BIDS ARE NOT ACCEPTED

Testing & Grading questions can be directed to:
CMS - 312-793-3565 (Chicago) or 217-524-1321 (Springfield)

07/27/2018



Job Title: **Executive I - Opt H7**
Agency: Human Services
Closing Date/Time: Fri. 07/27/18 4:00 PM Central Time
Salary: \$4,476.00 - \$6,124.00 monthly
Job Type: Full-Time
Location: Cook County Zone 4, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-82/106581**

Requires knowledge, skill and mental development equivalent to completion of four years college preferably with course work in Business or Public Administration. Requires one year of responsible administrative experience in a public or business organization or completion of an agency approved professional management training program.

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

Fax # 708-338-7078

07/27/2018



Job Title: Human Services Caseworker - Opt SS (Upward Mobility Target Title)
Agency: Human Services
Closing Date/Time: Tue. 07/31/18 5:00 PM Central Time
Salary: \$3,969.00 - \$5,913.00 monthly
\$47,628.00 - \$70,956.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: 10-91-106783

Requires a bachelor's degree in psychology, sociology/anthropology, social welfare or a closely related field. Requires one year of professional casework or crisis intervention experience in a social welfare agency OR successful completion of an agency-sponsored training program. Qualifying state employees in the Upward Mobility Program shall have the stated requirements of this classification waived by successful completion of a qualifying examination. Requires ability to operate commonly used manual and automated office equipment including copier, fax machine and personal computer. Requires ability to speak, read and write Spanish at the colloquial skill level.

Contact Info:
Bureau of Employee Services
Ashley Moore
100 South Grand Ave East, 3rd floor
Springfield, IL 62762
217-557-0347
FAX: 217-524-2116

JRTC Suite 4-500 100 W. Randolph Chicago IL, 60601-3219
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Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>

07/27/2018



Job Title: **Human Services Caseworker (Upward Mobility Target Title)**

Agency: **Human Services**

Closing Date/Time: **Tue. 07/31/18 5:00 PM Central Time**

Salary: **\$3,969.00 - \$5,913.00 monthly**
\$47,628.00 - \$70,956.00 annually

Job Type: **Full-Time**

Location: **Cook County, Illinois**

Number of Vacancies: **1**

Plan/BU: **RC062**

Bid ID#: **10-91-106781**

Requires a Bachelor's degree in psychology, sociology/anthropology, social welfare or a closely related field. Requires one year of professional casework or crisis intervention experience in social service agency OR successful completion of an agency-sponsored training program. Qualifying state employees in the Upward Mobility Program shall have the state requirements of this classification waived by successful completion of a qualifying examination. Requires ability to operate commonly used manual and automated office equipment including copier, fax machine and personal computer. Requires the ability to communicate effectively in verbal and written form.

Contact Info:
Bureau of Employee Services
Amy Cook
100 South Grand Ave East, 3rd floor
Springfield, IL 62762
217-557-0347
FAX: 217-524-2116

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07/27/2018



Job Title: Office Associate - Opt 2
Agency: Human Services
Closing Date/Time: Tue. 07/31/18 5:00 PM Central Time
Salary: \$2,935.00 - \$4,065.00 monthly
\$35,220.00 - \$48,780.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: 10-91-106779

Requires knowledge, skill and mental development equivalent to completion of high school and two years of office experience. Requires working knowledge of composition, grammar, spelling and punctuation. Requires ability to operate commonly used manual and automated office equipment and perform routine maintenance. Requires ability to type accurately at a rate of 45 wpm. Requires knowledge and understanding of medical, technical and legal terminology.

Contact Info:
Bureau of Employee Services
Amy Cook
100 South Grand Ave East, 3rd floor
Springfield, IL 62762
217-557-0347
FAX: 217-524-2116

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Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>

07/27/2018



Job Title: **Technical Advisor Advanced Program Specialist**
Agency: Revenue
Closing Date/Time: Tue. 07/31/18 5:00 PM Central Time
Salary: \$6,141.00 - \$9,472.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC010**
Bid ID#: **DOR 18508**

Requires graduation from a recognized law school; requires the possession of a license to practice law in Illinois; requires three years professional experience in the practice of law in the area of regulation of the alcoholic beverage industry. Requires thorough knowledge of common law and of state and federal laws, particularly relating to administrative and regulatory functions.

Agency Contact:

Illinois Department of Revenue – Human Resources
101 West Jefferson St., WIB Mail Code 5-110, Springfield, IL 62702
(217) 782-6239 Phone
(217) 782-9925 Fax

07/27/2018



Job Title: **Social Service Program Planner III**
Agency: Human Services
Closing Date/Time: Tue. 07/31/18 5:00 PM Central Time
Salary: \$4,873.00 - \$7,392.00 monthly
\$58,476.00 - \$88,704.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-89-106764**

Under general direction, performs the more complex tasks designing, analyzing and implementing the survey review process for the purpose of licensure and certification of community based developmental disabilities and mental health agencies for an assigned area. Investigates complaints regarding community agencies; assists on field surveys, prepares written reports of findings, recommends action and provides technical assistance to community agencies. Travels in the performance of duties.

Bureau of Employee Services
Kelly Kindred
100 South Grand Ave East, 3rd floor
Springfield, IL 62762
217-557-0347
FAX: 217-524-2116

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Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>

07/27/2018



Job Title: **Senior Public Service Administrator - Opt 8L**
Agency: Central Management Services
Closing Date/Time: Tue. 07/31/18 5:00 PM Central Time
Salary: \$4,295.00 - \$12,128.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **EP000**
Bid ID#: **CMS 18581**

Requires a law degree. Requires a license to practice law in the State of Illinois. Requires three years of progressively responsible experience in real estate law and transactions and administrative law practice. Requires knowledge of state and governmental law; requires experience in state policies, rules and regulations.

Agency Contact:

CMS Internal Personnel/HR/Hiring
401 S. Spring Street, Room 414
Springfield, IL 62706
217-558-3093
217-558-5943 Fax

07/27/2018



Job Title: **Internal Security Investigator II - Opt A**
Agency: Human Services
Closing Date/Time: Tue. 07/31/18 5:00 PM Central Time
Salary: \$5,146.00 - \$7,849.00 monthly
\$61,752.00 - \$94,188.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-14-106762**

Under direction of the Investigations Team Leader, performs highly responsible, sensitive and confidential investigative duties. Gathers and analyzes relevant facts and data concerning abuse, neglect, financial exploitation

Bureau of Employee Services
Kelly Kindred
100 South Grand Ave East, 3rd floor
Springfield, IL 62762
217-557-0347
FAX: 217-524-2116

JRTC Suite 4-500 100 W. Randolph Chicago IL, 60601-3219
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07/27/2018



Job Title: Office Clerk - Opt CH1
Agency: Human Services
Closing Date/Time: Tue. 07/31/18 5:00 PM Central Time
Salary: \$2,636.00 - \$3,557.00 monthly
\$31,632.00 - \$42,684.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: 10-91-106782

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 Chinese at a colloquial skill level.

Contact Info:
Bureau of Employee Services
Ashley Moore
100 South Grand Ave East, 3rd floor
Springfield, IL 62762
217-557-0347
FAX: 217-524-2116

JRTC Suite 4-500 100 W. Randolph Chicago IL, 60601-3219
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Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>

07/27/2018



Job Title: **Public Service Administrator - Information Technology**
Agency: **Comptroller ***
Closing Date/Time: **Fri. 08/31/18 11:59 PM Central Time**
Salary: **\$50,000.00 - \$89,779.00 annually**
Job Type: **Full-Time**
Location: **Statewide, Illinois**
Number of Vacancies: **2**
Plan/BU: **MC-05**
Bid ID#: **18-014**

Under administrative direction, works with Information Technology and other IOC personnel to analyze and resolve application problems and design software enhancements; responds to software problems and takes corrective actions; codes and tests software problem fixes and enhancements to meet IOC user requirements

Applications can be found on the Comptroller's website, <http://illinoiscomptroller.gov/employment/> or by visiting the Office of the Comptroller, 325 West Adams, Springfield, IL 62704.

07/27/2018



Job Title: **Medical Administrator II Option D - Opt 05**
Agency: Human Services
Closing Date/Time: Fri. 08/17/18 4:00 PM Central Time
Salary: \$10,441.00 - \$20,722.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **TA000**
Bid ID#: **10-72-106850**

Under administrative direction of the Center Director, serves as the Medical Director of the Ludeman Developmental Center; supervises medical staff; maintains the overall quality of clinical care provided to individuals of the facility, including planning, staff administration and implementation of medical treatment regimens

Agency Contact:
Kerri Bresley, HR/LR Administrator
SODC Operations
1120 Washington Ave
Dixon, IL 61021
Phone ~ (815)288-8345
Fax ~ (815)288-8321
kerri.bresley@illinois.gov

07/27/2018



Job Title: **State Purchasing Officer**
Agency: Executive Ethics Commission
Closing Date/Time: Thu. 08/09/18 4:30 PM Central Time
Salary: \$0.00 / Month
Job Type: Exempt
Location: Sangamon County, Illinois
Number of Vacancies: **1**
Bid ID#: **00000-301**

The **State Purchasing Officer** (SPO) is appointed to a 5-year term by the Chief Procurement Officer (CPO), after a probationary period of up to one year as Acting SPO.

The Equal Employment Opportunity / American with Disabilities Act Officer is responsible for ensuring compliance with these laws. Any issues or concerns should be addressed to the EEO/ADA Officer at 401 S. Spring St, Room 515, Springfield, Illinois, 62706, or by calling (217) 558-1393.

07/27/2018



CMS EMPLOYMENT

Testing is offered on easy to use touch screen computers. Applicants are allowed at least 90 minutes to answer the questions on automated tests. On tests with a larger number of questions or more complex questions (Human Resources Assistant & Associate; Data Processing Specialist & Administrative Specialist; Disability Claims Adjudicator Trainee; Insurance Analyst II; Revenue Tax Specialist Trainee; Social Services Career Trainee; Telecommunicate Trainee), more time is allowed to complete the exam.

Public use copiers are not available at the Assessment Centers. Therefore, it is important that applicants bring with them copies of their application for each title and test option for which they want to test.

Chicago Office:

James R. Thompson Center

100 W. Randolph, Suite 3-300

Chicago, IL 60601-3220

(312) 793-3565 (voice)

Illinois Relay Center 800) 526-0844

MONDAY, TUESDAY, WEDNESDAY, THURSDAY ONLY -- Flexible
Schedule Testing Check in time for tests - clerical and non-clerical is anytime
between 8:00 a.m. - 1:30 p.m.

JRTC Suite 4-500 100 W. Randolph Chicago Il, 60601-3219

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WORKFORCE@LASHAWNFOR.COM PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS

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