



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

08/07/2018



Job Title: **Military Crash, Fire, Rescue I**
Agency: Military Affairs, Department of
Closing Date/Time: Mon. 12/31/18 11:59 PM Central Time
Salary: \$2,991.00 - \$4,987.00 monthly
Job Type: Full-Time
Location: Peoria County, Illinois
Number of Vacancies: **1**
Bid ID#: **19-001**

Under direct supervision of an MCFR III, is responsible for the specialized response to Structural/Aircraft/Wild Land Firefighting, Technical Rescue, Hazardous Materials/CBRNE Response, Urban Search & Rescue, and other duties as assigned. This is a basic level Airport Firefighter position within the 182nd Fire Department.

WHERE TO APPLY: Interested applicants must complete an FM115-R application and submit by the closing date. Fax application to (217) 761-3418, or email to email to ng.il.ilarnng.mbx.state-personnel@mail.mil or send to:

Department of Military Affairs
State Personnel Office
1301 N. MacArthur Boulevard
Springfield, IL 62702-2399
Attn: Janice M. Estes

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>

08/07/2018



Job Title: **Mental Health Technician Trainee I**
Agency: Human Services
Closing Date/Time: Wed. 08/15/18 4:00 PM Central Time
Salary: \$2,577.00 - \$2,577.00 monthly
Job Type: Full-Time
Location: Cook County Zone 4, Illinois
Number of Vacancies: **5**
Plan/BU: **RC009**
Bid ID#: **10-82/106903, 04, 05, 06, 07**

Requires knowledge, skill and mental development equivalent to completion of high school.

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).

08/07/2018



Job Title: **Mental Health Recovery Support Specialist I**
Agency: Human Services
Closing Date/Time: Wed. 08/15/18 4:59 PM Central Time
Salary: \$4,159.00 - \$6,218.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10.79/106878**

Requires knowledge, skill and mental development equivalent to completion of a Bachelor's Degree in one of the social sciences or related area and one year of experience performing peer support work within a mental health program setting. Must be current or former consumer of mental health services and willing to identify as such. Requires evidence of certification as a Certified Recovery Support Specialist

CONTACT INFORMATION:

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

08/07/2018



Job Title: **Revenue Collection Officer Trainee**
Agency: Revenue
Closing Date/Time: Wed. 08/15/18 5:00 PM Central Time
Salary: \$3,371.00 - \$4,826.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **4**
Plan/BU: **RC062**
Bid ID#: **DOR 18492**

Requires knowledge, skill and mental development equivalent to the completion of four years of college or four years of experience in collection work, or a related collection field. Requires willingness and ability to travel frequently have access to an automobile and possess a valid Illinois driver's license and/or has access to utilize public transportation.

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

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

08/07/2018



Job Title: **Child Welfare Specialist (Upward Mobility Target Title)**
Agency: **Children & Family Services**
Closing Date/Time: **Wed. 08/15/18 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: **RC063**
Bid ID#: **1848035-482863**

Under general supervision of the Permanency Achievement Supervisor, provides experienced professional casework services to facilitate the timely achievement of permanency for DCFS children in placement; provides expert advice and consultation regarding permanency issues; identifies and removes barriers to permanency and works to secure appropriate placements

Tracey Hardrick, Personnel Liaison
Bureau of Operations - Cook
2020 W. Roosevelt, 2nd Floor
Chicago, Illinois 60608
Phone: 312/814-3775
Fax: 312/814-1224
Email: Tracey.Hardrick@illinois.gov

08/07/2018



Job Title: **Office Clerk - Opt SS2**
Agency: Children & Family Services
Closing Date/Time: Wed. 08/15/18 5:00 PM Central Time
Salary: \$2,636.00 - \$3,557.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC014**
Bid ID#: **1803030-030080**

Under direct supervision, performs a variety of clerical duties, including light typing of forms and materials, filing, photocopying, and sorting and distributing mail; operates commonly used office equipment in performing duties; translates and interprets, both orally and in writing, for Spanish speaking clients.

Contact - Heather Poe
Phone: (217) 524-0266
Fax: (217) 524-3970
heather.poe@illinois.gov

08/07/2018



Job Title: **Mental Health Administrator I**
Agency: Human Services
Closing Date/Time: Thu. 08/16/18 5:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
\$52,524.00 - \$78,972.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **10-72-106956**

Under general direction, participates in the activities of a multidisciplinary team engaged in the implementation of care and treatment programs for intellectually disabled individuals served by Ludeman Developmental Center, on an assigned unit. Oversees the formulation and implementation of treatment and habilitation plans including completion of tasks such as quality assurance checks, data collection, analysis, implementation of department of public health regulations and other applicable rules and regulations

Bureau of Employee Services
Andrew Reagan
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
Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS WWW.LASHAWNFOR.COM EMAIL JOB LEADS TO WORKFORCE@LASHAWNFOR.COM PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS
Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>

08/07/2018



Job Title: **Public Service Administrator - Opt 6**
Agency: Children & Family Services
Closing Date/Time: Thu. 08/16/18 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**
Plan/BU: **GB063**
Bid ID#: **1815021 - 156950**

provides leadership within the region on the quality of services provided; provides expertise and case consultation; identifies and communicates the adequacies and availability of social services; serves as full line supervisor of subordinate staff.

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).

08/07/2018



Job Title: **Public Service Administrator - Opt 6**
Agency: Children & Family Services
Closing Date/Time: Thu. 08/16/18 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**
Plan/BU: **GB063**
Bid ID#: **1815021 - 156950**

Under administrative direction, directs the Clinical Service Unit within the region; manages all clinical programs, including, but not limited to, quality enhancement, utilization reviews, and case consultation; provides leadership within the region on the quality of services provided; provides expertise and case consultation

Contact: Frances Cunningham Phone: (312) 814-5987 Fax: (312) 814-5986
E-mail: Frances.cunningham@illinois.gov
Mailing Address: 100 W. Randolph, Chicago, IL 60601

08/07/2018



Job Title: **Public Service Administrator - Opt 6**
Agency: Human Services
Closing Date/Time: Mon. 08/13/18 5:00 PM Central Time
Salary: \$3,116.00 - \$9,765.00 monthly
\$37,392.00 - \$117,180.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **GB063**
Bid ID#: **10-91-106917**

Under administrative direction, performs highly responsible administrative duties as Assistant Local Office Administrator; serves as a full-line supervisor, supervising subordinate staff engaged in Income Maintenance, Intake and/or professional operations. Serves as liaison to other State and Local government agencies; provides leadership and administrative direction to other administrative staff.

BIDDING CONTACT:
DHS, BUREAU OF EMPLOYEE SERVICES
ATTN: Georgette Patterson
100 S GRAND AVE E, 3rd FL
SPRINGFIELD, IL 62762
FAX (217) 524-3826

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

08/07/2018



Job Title: **Public Service Administrator - Opt 6**
Agency: Human Services
Closing Date/Time: Mon. 08/13/18 5:00 PM Central Time
Salary: \$3,116.00 - \$9,765.00 monthly
\$37,392.00 - \$117,180.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **GB063**
Bid ID#: **10-91-106918**

Requires knowledge, skill and mental development equivalent to completion of four years of college with course work in a social or human services field. Requires three years progressively responsible administrative experience in a health or human services organization.

BIDDING CONTACT:
DHS, BUREAU OF EMPLOYEE SERVICES
ATTN: Georgette Patterson
100 S GRAND AVE E, 3rd FL
SPRINGFIELD, IL 62762
FAX (217) 524-3826

08/07/2018



Job Title: **Winter Salaried HIGHWAY MAINTAINER (MONTHLY SNOWBIRD) - District 1**

Agency: **Transportation**

Closing Date/Time: **Tue. 08/14/18 4:00 PM Central Time**

Salary: **\$4,375.00 / Month**

Job Type: **Temporary**

Location: **Cook County, Illinois**

Number of Vacancies: **642**

Plan/BU: **HR001**

Bid ID#: **IPR#42933**

The Illinois Department of Transportation is posting this job position for Full-Time, Seasonal, Salaried Highway Maintainers (Monthly Snowbirds). Full-Time, Seasonal, Salaried Highway Maintainers (Monthly Snowbirds) are seasonal, temporary, non-permanent full-time employees who perform the same duties as year-round Highway Maintainers.

1. MAIL to: Attn: Personnel, 201 West Center Ct, Schaumburg, IL 60196),
2. FAX to: Attn: Personnel at fax number (847) 705-4489
3. EMAIL to: DOT.D1WinterApplications@illinois.gov

08/07/2018



Job Title: **Account Technician II**
Agency: Juvenile Justice
Closing Date/Time: Tue. 08/14/18 4:00 PM Central Time
Salary: \$3,371.00 - \$5,041.00 monthly
Job Type: Full-Time
Location: Kane County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC014**
Bid ID#: **IDJJ-27-15-18-0001**

Under direction of the Business Manager independently performs technical accounting work in maintaining a complex, complete set of general account books at Illinois Youth Center-St. Charles; keeps budgetary records, prepares financial obligating documents, financial statements and reports; serves as Property Control Officer; serves as backup Payroll Clerk; posts receipts to Tracking Inventory Maintenance System (TIMS)

Agency Contact:

Robert Huck
Public Safety Shared Services Center
1301 Concordia Ct.
Springfield, IL 62702
217-557-6010 ext. 4217

08/07/2018



Job Title: **Corrections Maintenance Worker**
Agency: Juvenile Justice
Closing Date/Time: Tue. 08/14/18 4:00 PM Central Time
Salary: \$3,817.00 - \$5,654.00 monthly
Job Type: Full-Time
Location: Kane County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC006**
Bid ID#: **IDJJ-27-15-18-0247**

Under general supervision, performs journeyman level maintenance and repair work; monitors and instructs youth in performing basic maintenance duties; enforces and maintains disciplinary, safety and security measures within the facility; maintains count of tools and equipment; monitors facility security utilities; conducts periodic inspections of all facility structures and systems.

Agency Contact:

Robert Huck
Public Safety Shared Services Center
1301 Concordia Ct.
Springfield, IL 62702
217-557-6010 ext. 4217

08/07/2018



Job Title: **Public Service Administrator - CPA Required**
Agency: Comptroller *
Closing Date/Time: Tue. 08/14/18 5:00 PM Central Time
Salary: Negotiable
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **18-029**

assists in examining, reviewing and verifying information reported by local government entities to ensure compliance with State statutes and conformity with generally accepted accounting principles; provides budget reviews, technical assistance, regional training and other consulting services as necessary to improve local government fiscal health. Requires extensive travel.

Applications can be found on State of IL Comptroller Susana A. Mendoza website, <http://illinoiscomptroller.gov/employment/> or by visiting the Office of the Comptroller, 325 West Adams, Springfield, IL 62704. A detailed resume may also be attached.

08/07/2018



Job Title: **Revenue Tax Specialist I**
Agency: Revenue
Closing Date/Time: Tue. 08/14/18 5:00 PM Central Time
Salary: \$3,371.00 - \$4,826.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **DOR 18496**

Requires a bachelor's degree and completion of the Revenue Tax Specialist Trainee program; or requires nine years supportive tax related experience, including completion of the Revenue Tax Specialist Trainee program. Requires working knowledge of current Illinois and federal tax laws, rules, regulations and out-of-state filing requirements

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

08/07/2018



Job Title: Revenue Tax Specialist Trainee (Upward Mobility Target Title)
Agency: Revenue
Closing Date/Time: Tue. 08/14/18 5:00 PM Central Time
Salary: \$3,124.00 - \$4,402.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: DOR 18497

Requires a Bachelor's degree or eight years supportive tax related experience. Requires ability to understand and follow oral and written instructions. Requires ability to profit from training received and become knowledgeable about the various tax laws and regulations enforced. Requires ability to develop and maintain satisfactory working relationships with the public and other employees

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

08/07/2018



Job Title: **Underage Compliance Assistant**
Agency: Revenue
Closing Date/Time: Fri. 08/31/18 5:00 PM Central Time
Salary: \$12.00 / Hour
Job Type: Temporary
Location: Statewide, Illinois
Number of Vacancies: **21**
Bid ID#: **DOR 16449**

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

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

08/07/2018



Job Title: **Revenue Tax Specialist I**
Agency: Revenue
Closing Date/Time: Tue. 08/14/18 5:00 PM Central Time
Salary: \$3,371.00 - \$4,826.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **DOR 18496**

Requires a bachelor's degree and completion of the Revenue Tax Specialist Trainee program; or requires nine years supportive tax related experience, including completion of the Revenue Tax Specialist Trainee program. Requires working knowledge of current Illinois and federal tax laws, rules, regulations and out-of-state filing requirements

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

08/07/2018



Job Title: Revenue Tax Specialist Trainee (Upward Mobility Target Title)

Agency: Revenue

Closing Date/Time: Tue. 08/14/18 5:00 PM Central Time

Salary: \$3,124.00 - \$4,402.00 monthly

Job Type: Full-Time

Location: Cook County, Illinois

Number of Vacancies: 1

Plan/BU: RC062

Bid ID#: DOR 18497

Requires a Bachelor's degree or eight years supportive tax related experience. Requires ability to understand and follow oral and written instructions. Requires ability to profit from training received and become knowledgeable about the various tax laws and regulations enforced. Requires ability to develop and maintain satisfactory working relationships with the public and other employees.

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

08/07/2018



Job Title: Revenue Tax Specialist Trainee (Upward Mobility Target Title)
Agency: Revenue
Closing Date/Time: Tue. 08/14/18 5:00 PM Central Time
Salary: \$3,124.00 - \$4,402.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: DOR 18497

Requires a Bachelor's degree or eight years supportive tax related experience. Requires ability to understand and follow oral and written instructions. Requires ability to profit from training received and become knowledgeable about the various tax laws and regulations enforced.

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

08/07/2018



Job Title: **Public Aid Eligibility Assistant**
Agency: Human Services
Closing Date/Time: Tue. 08/14/18 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: **9**
Plan/BU: **RC028**
Bid ID#: **10-91-106922-106930**

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

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

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>

08/07/2018



Job Title: Human Services Caseworker - Opt SS (Upward Mobility Target Title)
Agency: Human Services
Closing Date/Time: Tue. 08/14/18 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: 3
Plan/BU: RC062
Bid ID#: 10-91-106919-106921

Requires Bachelor's degree in psychology, sociology/anthropology, social welfare or a closely-related field. Requires one year professional case work or crisis intervention experience in a social service agency or successful completion of an agency-sponsored training program. Requires ability to speak, read and write Spanish at a colloquial skill level.

Please submit Bid Forms and CMS100 (revised 04/2018) applications to contact address below, faxed to 217-524-2116, or scanned/emailed to DHS.HiringUnit@illinois.gov

08/07/2018



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

Phone: (312) 814-2141 SIGN UP FOR DAILY JOB LEADS WWW.LASHAWNFOR.COM EMAIL JOB LEADS TO
WORKFORCE@LASHAWNFOR.COM PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS

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