



**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

08/25/2018



Job Title: **Rehabilitation Case Coordinator I - Opt SS (Upward Mobility Target Title)**

Agency: Human Services

Closing Date/Time: Mon. 08/27/18 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#: **10-48-107114**

Requires knowledge, skill and mental development equivalent to the completion of four years of high school. Requires one year of clerical related experience, which must include keyboarding. Requires working knowledge of business English, arithmetic and modern office practices and procedures.

Contact Info:  
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.LASHAWNFORD.COM](http://WWW.LASHAWNFORD.COM) EMAIL JOB LEADS TO [WORKFORCE@LASHAWNFORD.COM](mailto:WORKFORCE@LASHAWNFORD.COM) PLEASE FEEL FREE TO FORWARD JOB LEADS TO OTHERS  
Jobs Found at: <https://www.illinois.gov/cms/Pages/default.aspx>

08/25/2018



Job Title: **Hearing & Speech Technician II - Opt MC**  
Agency: Human Services  
Closing Date/Time: Mon. 08/27/18 5:00 PM Central Time  
Salary: \$3,027.00 - \$4,223.00 monthly  
\$36,324.00 - \$50,676.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC028**  
Bid ID#: **10-72-107067**

Requires completion of at least two years of college with courses in social sciences, psychology and education or related field. Requires manual communication skills at a colloquial level.

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

08/25/2018



Job Title: **Activity Therapist (Upward Mobility Target Title)**  
Agency: Human Services  
Closing Date/Time: Mon. 08/27/18 5:00 PM Central Time  
Salary: \$3,792.00 - \$5,601.00 monthly  
\$45,504.00 - \$67,212.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **10-72-107137**

Requires ability to teach therapeutic activities. Requires ability to lead and direct other workers in carrying out specific projects. Requires ability to verbally communicate. Requires a valid Illinois driver's license. Must be able to escort residents to and from activities.

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

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08/25/2018



Job Title: **Civil Engineer VII Bureau Chief of Traffic**  
Agency: Transportation  
Closing Date/Time: Thu. 08/30/18 4:30 PM Central Time  
Salary: \$7,640.00 - \$9,650.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **IPR#43055**

**Required:**

- A valid driver's license
- Current Illinois Professional Engineer license
- District-wide and state-wide travel; Overtime
- 24-hours a day / 7-days a week availability

Technical Applications [PM1080 rev 6/1/17](#)\*\***must be received** by the Bureau of Personnel Management, Room 113, 2300 South Dirksen Parkway, Springfield, IL 62764 (Fax# 217/557-3134) or emailed to [DOT.CO.BPM.EmploymentApplications@Illinois.gov](mailto:DOT.CO.BPM.EmploymentApplications@Illinois.gov) by **Thursday, August 30, 2018**, 4:30 p.m.

08/25/2018



Job Title: **Civil Engineer VII Bureau Chief of Traffic**  
Agency: Transportation  
Closing Date/Time: Thu. 08/30/18 4:30 PM Central Time  
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Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **IPR#43055**

initiation of projects and programs for the reduction of accidents and congestion; investigation and issuance of access permits; and monitoring the operation of Emergency Traffic Patrol (ETP), the sign shops, the Traffic Systems Center, and highway work-zone surveillance.

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08/25/2018



Job Title: **Realty Specialist V Chief of Negotiations**  
Agency: Transportation  
Closing Date/Time: Thu. 08/30/18 4:30 PM Central Time  
Salary: \$6,020.00 - \$8,115.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **IPR#43057**

It reviews and recommends approval of title to land by the Office of Chief Counsel and the Attorney General necessary for the construction of highway improvements and local-agency transportation facilities, to meet established letting dates and ensure the equitable treatment of affected property owners.

Technical Applications [PM1080 rev 6/1/17](#)\*\***must be received** by the Bureau of Personnel Management, Room 113, 2300 South Dirksen Parkway, Springfield, IL 62764 (Fax# 217/557-3134) or emailed to [DOT.CO.BPM.EmploymentApplications@Illinois.gov](mailto:DOT.CO.BPM.EmploymentApplications@Illinois.gov) by **Thursday, August 30, 2018**, 4:30 p.m.

08/25/2018



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Salary: \$6,020.00 - \$8,115.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
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08/25/2018



Job Title: **Registered Nurse I (Upward Mobility Target Title)**  
Agency: Human Services  
Closing Date/Time: Thu. 08/30/18 4:00 PM Central Time  
Salary: \$4,710.00 - \$6,389.00 monthly  
Job Type: Full-Time  
Location: Kane County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC023**  
Bid ID#: **10-81-106344**

Requires graduating from an approved nursing education program, plus possession of a valid Illinois license as a Registered Nurse.

Contact:  
Human Resource Office  
Elgin Mental Health Center  
750 S State St., Elgin, IL 60123  
Phone: 847-742-1040 Ext. 2095 or 2029  
Fax: 847-429-4933

08/25/2018



Job Title: **Occupational Therapist**  
Agency: Human Services  
Closing Date/Time: Thu. 08/30/18 4:00 PM Central Time  
Salary: \$4,338.00 - \$6,500.00 monthly  
Job Type: Full-Time  
Location: Kane County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC063**  
Bid ID#: **10-81-107112**

Requires knowledge, skill and mental development equivalent to completion of a Bachelor's Degree in Occupational Therapy from a recognized school and requires licensure as an Occupational Therapist by the Illinois Department of Professional Regulations.

CONTACT INFORMATION:  
Human Resource Office  
Elgin Mental Health Center  
750 S State., Elgin, IL 60123  
Phone: 847-742-1040, Ext 2095  
Fax: 847-429-4933

JRTC Suite 4-500 100 W. Randolph Chicago IL, 60601-3219  
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08/25/2018



Job Title: **Storekeeper I**  
Agency: Human Services  
Closing Date/Time: Thu. 08/30/18 4:00 PM Central Time  
Salary: \$3,217.00 - \$4,529.00 monthly  
Job Type: Part-Time  
Location: Kane County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC014**  
Bid ID#: **10-81-107110**

Requires knowledge, skill and mental development equivalent to four years of high school.  
Requires on year of experience in the keeping of stores and store records.

**CONTACT INFORMATION:**

Human Resource Office  
Elgin Mental Health Center  
750 S State St., Elgin, IL 60123  
Phone: 847-742-1040, ext. 2095 or 2029; Fax: 847-429-4933

08/25/2018



Job Title: **PSC- Hospital Administrator**  
Agency: Human Services  
Closing Date/Time: Thu. 09/06/18 5:00 PM Central Time  
Salary: \$4,295.00 - \$12,128.00 monthly  
Job Type: Temporary  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **PSC 19-049**

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

Sam Silva, BES/Division of Mental Health  
100 South Grand Ave. East- 3rd Floor  
Springfield, IL 62762  
Fax: (217) 524-3385

08/25/2018



Job Title: **Lottery Sales Representative**  
Agency: Illinois Lottery  
Closing Date/Time: Thu. 09/06/18 5:00 PM Central Time  
Salary: \$3,969.00 - \$5,913.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **LOT 18859**

Under direction, promotes and markets Lottery activities and acquires new Lottery retailers within Territory 105 which encompasses the North Side of Chicago area; delivers promotional material to sales retailers; processes instant ticket returns and maintains Lottery retailers' instant game inventory; assists Private Manager in festivals, fairs and mall promotional events; maintains a variety of records and compiles and prepares reports; coordinates new equipment installations with on-line vendor staff; attends and participates in sales meetings.

Agency Contact:  
Illinois Lottery  
101 West Jefferson St., WIB Mail Code 3-970  
Springfield, IL 62702  
217-524-5382  
217-785-7839 Fax

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>

08/25/2018



Job Title: Security Officer (Upward Mobility Target Title)  
Agency: Human Services  
Closing Date/Time: Thu. 09/06/18 5:00 PM Central Time  
Salary: \$3,492.00 - \$4,913.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: 1  
Plan/BU: RC029  
Bid ID#: 10/79-107181

Requires a valid Illinois driver's license. Requires knowledge skill and mental development equivalent to the completion of high school. 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.

**CONTACT INFORMATION:**

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

08/25/2018



Job Title: **Internal Security Investigator I**  
Agency: State Police  
Closing Date/Time: Thu. 09/06/18 4:00 PM Central Time  
Salary: \$4,377.00 - \$6,581.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **2**  
Plan/BU: **RC062**  
Bid ID#: **21-50-ISP18-152**

Requires knowledge, skill, and mental development equivalent to two years of college with coursework in law, government, liberal arts, history or business administration, plus three years experience in law enforcement investigatory work or a related field. Requires working knowledge of modern law enforcement investigatory techniques and concepts, and Illinois State Statutes. Requires possession of an appropriate valid driver's license.

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

08/25/2018



Job Title: **Private Secretary II**  
Agency: Illinois Gaming Board  
Closing Date/Time: Wed. 09/05/18 5:00 PM Central Time  
Salary: \$3,136.00 - \$6,412.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **IGB 18858**

Requires knowledge, skill and mental development equivalent to the completion of two years of secretarial or business college and four years of secretarial experience; or the completion of high school and six years of secretarial experience. Requires working knowledge of agency programs, rules and regulations. Requires extensive knowledge of manual and automated office equipment. Requires thorough knowledge of principles of office management. Requires thorough knowledge of composition, grammar, spelling and punctuation. Requires skill in keyboarding accurately. Requires ability to establish and develop written instructions and procedures. Requires ability to communicate clearly and effectively both orally and in writing. Requires ability to apply human relations skills to interaction with management, officials of government and private industry and the public.

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)

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>



08/25/2018



Job Title: **Public Service Administrator - Opt 8L**  
Agency: Employment Security  
Closing Date/Time: Tue. 09/04/18 11:59 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#: **RA 02156**

Under administrative direction, performs highly responsible legal work and research for IDES in the area of Illinois and federal laws with emphasis on Claimant Benefits and Employer UI Liabilities. As a technical legal advisor, researches and develops advisory legal opinions on federal and state unemployment legislation; assists in development of attorney Continuing Legal Education and training; analyzes pending legislation for federal conformity, reviewing IDES procedures, correspondence, bulletins and policies for legal sufficiency and providing advice to the Illinois Attorney General; represents the agency in presenting cases in the court of law.

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).

08/25/2018



Job Title: **Educator - Opt C**  
Agency: Human Services  
Closing Date/Time: Tue. 09/04/18 5:00 PM Central Time  
Salary: \$4,248.00 - \$7,856.00 monthly  
\$50,976.00 - \$94,272.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC063**  
Bid ID#: **10-72-106696**

Under general supervision of the Ludeman Educational, Vocational, Recreational, and Activity Services (LEVRAS) Director. Performs highly specialized teaching duties in a program of special instruction for the developmentally/intellectually disabled. Completes vocational assessments and evaluative data for the development of habilitation plans; evaluates progress and behaviors relative to individuals served and establishes work assignments and tasks to coordinate and promote the development, maximum growth and independence of the individuals served.

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

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08/25/2018



Job Title: **Social Services Career Trainee - Opt SS**  
Agency: Human Services  
Closing Date/Time: Continuous  
Salary: \$3,371.00 - \$4,826.00 monthly  
Job Type: Full-Time  
Location: Statewide, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **10 41 SSCT SS**

Requires a Bachelor's degree. Requires ability to complete necessary coursework to obtain a Master's degree in specified time period. In addition to English, requires ability to communicate effectively in Spanish.

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).

08/25/2018



Job Title: **Social Services Career Trainee**  
Agency: Human Services  
Closing Date/Time: Continuous  
Salary: \$3,305.00 - \$4,731.00 monthly  
Job Type: Full-Time  
Location: Statewide, Illinois  
Number of Vacancies: **1**  
Bid ID#: **K-HCD Continuous**

Requires Bachelor's degree in psychology, sociology, anthropology, social welfare or equivalent educational attainment in related field of social sciences.

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).

08/25/2018



Job Title: **Juvenile Justice Specialist Intern - Upward Mobility**  
Agency: Juvenile Justice  
Salary: \$3,994.00 - \$5,867.00 monthly  
Job Type: Full-Time  
Location: Statewide, Illinois  
Number of Vacancies: **00**  
Bid ID#: **DJJ27-09 Continuous**

facilitates group sessions to develop rapport with youth; Provides input in to the development of individualized service plans. Transports youth and supervises movement to and from destination. Attends in-service training to attain new and updated skills and proficiency to carry out specialized service delivery programs.

[Click for a list of statewide facilities and addresses](#) or visit our website at [www.IDJJ.state.il.us](http://www.IDJJ.state.il.us)

Illinois Department of Juvenile Justice  
217-557-1030 x3008

08/25/2018



Job Title: **Cancer Registrar II**  
Agency: Public Health  
Salary: \$3,969.00 - \$5,913.00 monthly  
Job Type: Full-Time  
Location: 2 Counties, Illinois  
Number of Vacancies: **2**  
Plan/BU: **RC062**  
Bid ID#: **IDPH**

Under direction for the Illinois State Cancer Registry, performs complex technical and advisory functions to evaluate quality, completeness, and validity of cancer data. Identifies program problems and prepares methods to alleviate the problems.

**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)

08/25/2018



Job Title: **Cancer Registrar I**  
Agency: Public Health  
Salary: \$3,647.00 - \$5,342.00 monthly  
Job Type: Full-Time  
Location: 2 Counties, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **IDPH**

Under general supervision for the Illinois State Cancer Registry (ISCR), abstracts and re-abstracts cancer submissions. Explains, educates and interprets the Illinois Health and Hazardous Substance Registry Rules and Regulations and procedures of the program on a daily bases to participating hospitals. Processes cancer reports submitted by medical facilities.

**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)

08/25/2018



## 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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