



08/31/2020

Job Title: **Public Service Administrator - Opt 1 - JAG Manager**
Agency: Criminal Justice Information Authority
Closing Date/Time: Mon. 09/14/20 5:00 PM Central Time
Salary: Depends on Qualifications
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **GB063**
Bid ID#: **CJIA 37015-18-2020**

Requires knowledge, skill, and mental development equivalent to completion of 4 years of college with coursework in law, criminal justice, government and political science.

- Requires four, prefer six years, of professional experience in criminal justice, program planning, budgeting, management practices, policy development, statistical analysis, and familiarity with funding sources, technical assistance and evaluation related to the prevention of crime.

- Requires excellent oral and written communication skills, ability to communicate with diverse groups, demonstrated supervisory ability, excellent problem solving skills, ability to develop programs to address specific problems, ability to staff a board and its committees, understanding of word processing, database, spreadsheet, and financial software.

WORK HOURS:

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

WORK LOCATION:

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

Submit CMS100/CMS100B and Bid form to cja.hrdepartment@illinois.gov

(Bid Form is required only if you are a current or former State employee. CMS100B is required only if you are a current state employee and the position will be a promotion)

Please type the title of the position in the e-mail subject line and your first and last name.

For example: Public Service Administrator - JAG Mgr/John Doe

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov 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).



08/31/2020

Job Title: **Criminal Justice Specialist Trainee**
Agency: Criminal Justice Information Authority
Closing Date/Time: Mon. 09/14/20 5:00 PM Central Time
Salary: \$3,676.00 - \$5,247.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **CJIA 10236-19-2020**

Requires a minimum of a four years of college in one of the following: law, criminal justice, government, public administration, violence prevention, sociology, accounting or political science or related field. Two to five years of previous professional work experience preferred. Must be able to demonstrate a working knowledge of the use of Microsoft Office software: Word/ Excel. Must be able to demonstrate basic accounting ability to review basic budget documents and track expenditures against grant funds. Must be proficient in analytical skills and oral communications. Position requires occasional overnight travel and a valid driver's license.

Work hours:

8:30 a.m. to 5:00 p.m.
Monday - Friday

Work Location:

300 W. Adams St., Suite 200
Chicago, Illinois 60606

Submit CMS100/CMS100B and Bid form to cja.hrdepartment@illinois.gov

(Bid Form is required only if you are a current or former State employee. CMS100B is required only if you are a current state employee and the position will be a promotion)

Please type the title of the position in the e-mail subject line and your first and last name.

For example: Criminal Justice Specialist Trainee/John Doe

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov 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).



08/31/2020

Job Title: **Criminal Justice Specialist I – Opt 1**
Agency: Criminal Justice Information Authority
Closing Date/Time: Mon. 09/14/20 5:00 PM Central Time
Salary: \$4,164.00 - \$6,128.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **CJIA 10231-20-2020**

Requires knowledge, skill and mental development equivalent to completion of four years of college with coursework in law, criminal justice, violence prevention, government, public administration, sociology, accounting or political science or related field. Master's degree preferred. Requires completion of an agency approved training program or one year of professional experience in planning, development, implementation, or assessment of programs in criminal justice, violence prevention, government, public administration, sociology, accounting, political science, or equivalent advanced academic work. Professional experience in grant preparation and grant/contract monitoring; budget preparation; and tracking of expenditure and objectives and outcomes preferred. Requires working knowledge of the criminal justice system. Must be proficient in analytical skills and oral communications. Requires ability to utilize word processing software and office equipment. Position requires occasional overnight travel and a valid driver's license.

Work hours:

8:30 a.m. to 5:00 p.m.
Monday - Friday

Work Location:

300 W. Adams St., Suite 200
Chicago, Illinois 60606

Submit CMS100/CMS100B and Bid form to cja.hrdepartment@illinois.gov

(Bid Form is required only if you are a current or former State employee. CMS100B is required only if you are a current state employee and the position will be a promotion)

Please type the title of the position in the e-mail subject line and your first and last name.

For example: Criminal Justice Specialist Trainee/John Doe

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov 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).



08/31/2020

Job Title: **Educator - Opt C**
Agency: Department of Human Services
Closing Date/Time: Mon. 09/14/20 5:00 PM Central Time
Salary: \$4,453.00 - \$8,141.00 monthly
\$53,436.00 - \$97,692.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC063**
Bid ID#: **10-72-24834**

Requires possession of a current and valid ISBE-issued Professional Educator License with endorsement in special education. Requires elementary knowledge of behavior modification principles.

Work Location:
Ludeman DD Center
114 N. Orchard
Park forest, IL 60466

HOURS: Monday - Friday 8:00 am - 4:30 pm.

Anticipated Started Salary Range – \$53,436 - \$97,692

Current Bargaining Unit Employees – Collective Bargaining Agreement language applies.

Where to Apply: DHS.DDHiringUnit@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 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).



08/31/2020

Job Title: **Technical Advisor V Assistant Chief Counsel**
Agency: Department of Transportation
Closing Date/Time: Tue. 09/08/20 4:30 PM Central Time
Salary: \$5,745.00 - \$9,840.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **3**
Bid ID#: **IPR#44555**

8:00 am - 4:30 pm Monday-Friday

Chief Counsel / Legal Services - Chicago / 69 West Washington, Chicago, IL

Agency Contact: Bureau of Personnel Management, 217/782-5594

Technical Applications PM1080 (rev 8/23/19) 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 by 4:30 pm on the closing date listed above. Applications will not be accepted after this date and time.

Agency Contact: Bureau of Personnel Management, 217/782-5594

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).



08/31/2020

Job Title: **TM IV-Investigator (Northern)**
Agency: Department of Transportation
Closing Date/Time: Thu. 09/10/20 4:30 PM Central Time
Salary: \$5,120.00 - \$9,155.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **IPR#43849**

This position is accountable for conducting confidential investigations of wrongdoing and providing investigatory assistance to law enforcement as directed in an assigned geographical region.

8:00 am - 4:30 pm / Monday - Friday

Office of Finance and Administration/Bureau of Investigations and Compliance/201 West Center Court, Schaumburg, IL

Agency Contact: Bureau of Personnel Management, 217/782-5594

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).



08/31/2020

Job Title: **Chief Internal Auditor**
Agency: Department of Employment Security
Closing Date/Time: Fri. 09/11/20 11:59 PM Central Time
Salary: \$110,000.00 / Year
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **RA 09215**

Requires a bachelor's degree with coursework in auditing, business management, public administration, economics, computer science, financial accounting and auditing, or related subjects. Requires certification as a Certified Public Accountant or Certified Internal Auditor with at least four years of progressively responsible professional auditing experience; or as an Auditor with at least five years of progressively responsible professional auditing experience. Requires working knowledge of management principles and techniques, including organization, management, program accountability, governmental operations and system analysis. Requires thorough knowledge regulations, statutes, and rules relating to State and Federal audit requirements; requires extensive knowledge of Departmental policies and procedures. Requires ability to use a personal computer with related software programs; requires ability to travel. Requires ability to comply with the revolving door provisions of the State Officials and Employee Ethics Act during employment and for a one-year period following termination of employment.

AGENCY CONTACT/ Where to Apply:

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

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov 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).



08/31/2020

Job Title: **Industrial Services Consultant I**
Agency: Department of Labor
Closing Date/Time: Thu. 09/10/20 11:59 PM Central Time
Salary: \$3,830.00 - \$5,536.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **2**
Plan/BU: **RC062**
Bid ID#: **DOL 2021-20-200-07**

Requires knowledge, skill and mental development equivalent to completion of two years college with coursework in engineering, physical sciences (physics, chemistry, biology, etc.), or safety/health management. Requires the successful completion of an approved training program, or requires one year of experience with 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 working knowledge and understanding of Federal and State OSHA standards. Requires ability to establish and maintain satisfactory working relationships with industrial management, government officials, union representatives and personnel; to effectively communicate orally and in writing. Requires the possession of a valid IL driver's license, automobile liability insurance and the ability to travel. Requires physical ability to pass a medical evaluation to wear a negative pressure respirator; walk for extended periods of time while carrying equipment weighing 15 to 30 pounds..

Work Location:

Michael A. Bilandic Building
160 N. LaSalle St., C-1300
Chicago, IL 60601

Contact:

Illinois Department of Labor
900 South Spring Street
Springfield, IL 62704
DOL.104@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 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).



08/31/2020

Job Title: **Strategic Project Administrator - Non-Code Position**
Agency: Criminal Justice Information Authority
Closing Date/Time: Thu. 09/10/20 5:00 PM Central Time
Salary: \$70,000.00 - \$80,000.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **CJIA 95058-17-2020**

Bachelor's Degree in Social Work, Human Services, Criminal Justice, Public Administration or a related field or equivalent training and experience; 5 years of experience in violence-prevention or related field; 3 years of management and supervisory experience including fiscal experience; expertise with grant-writing and/or grant making; excellent verbal, written, problem-solving and organizational skills; strong computer skills including Microsoft Word, Excel and Access and ability to learn new programs; ability to work on multiple tasks with attention to detail; willingness and ability to travel in state, including valid Illinois Driver's License.

Please apply by emailing a CMS100 application, cover letter and resume to:

cja.hrdepartment@illinois.gov

Please type the title of the position in the e-mail subject line and your first and last name.
For example: Strategic Project Administrator/John Doe

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at Work.Illinois.Gov 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).



08/31/2020

Job Title: **Maintenance Worker**
Agency: Department of Human Services
Closing Date/Time: Wed. 09/09/20 5:00 PM Central Time
Salary: \$26.45 - \$35.26 hourly
\$4,602.30 - \$6,135.24 monthly
\$55,227.60 - \$73,622.88 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **HR001**
Bid ID#: **10-72 25391**

Requires no formal education. Requires 6 months experience performing a variety of semi skilled manual tasks in the maintenance of highways, buildings, grounds' waterways or related fields.

Work Location:

Ludeman DD Center
114 N Orchard
Park Forest, IL 60466

HOURS: Shift Assignment, depends on availability.

Anticipated Started Salary Range – \$26.45 - \$35.26 an hour

Current Bargaining Unit Employees – Collective Bargaining Agreement language applies.

Where to Apply: DHS.DDHiringUnit@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 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).



08/31/2020

Job Title: **Physician Specialist - Option D - Opt 18**
Agency: Department of Human Services
Closing Date/Time: Wed. 11/18/20 4:00 PM Central Time
Salary: Depends on Qualifications
Job Type: Full-Time
Location: Kane County, Illinois
Number of Vacancies: **4**
Plan/BU: **RC063**
Bid ID#: **10-81-25174-25175-25176-25177**

Under general direction as an Illinois licensed physician, practices as a medical specialist in psychiatry in providing services to mentally ill patients. Practices as a Psychiatrist utilizing psychiatry specialty 80% or more of the working day and general physician duties for the balance of the workday. Provides psychiatric diagnosis on the treatment unit; assists and/or coordinates the treatment planning for the various types of patients; serves as consultant to other non-psychiatric physicians and professional staff on the unit regarding patient progress, medical or psychometric procedures and development of overall treatment plans; assures that the clinical services are appropriate to the adult population with mental illness/developmental disability and to the mental and physical developmental stages of the individual patients. Provides court testimony.

Contact:

Human Resource Office
Elgin Mental Health Center
750 S State St., Elgin, IL 60123
Phone: 847-742-1040 Ext 2095; Fax: 847-429-4933
Email: Sandra.Hoston@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 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).



08/31/2020

Job Title: **Medical Administrator I Option D - Opt 18**
Agency: Department of Human Services
Closing Date/Time: Wed. 11/04/20 4:00 PM Central Time
Salary: Depends on Qualifications
Job Type: Full-Time
Location: Kane County, Illinois
Number of Vacancies: **1**
Bid ID#: **10-81-25138**

Requires Illinois License to practice medicine and an American Board of Medical Specialties certification or its equivalent in psychiatry. Requires two years of medical practice experience in clinical/psychiatric medical program.

CONTACT INFORMATION:

Human Resource Office
Elgin Mental Health Center
750 S State St., Elgin, IL 60123
Phone: 847-742-1040, Ext 2095; Fax: 847-429-4933
Email: Sandra.Hoston@illinois.gov - Include Bid ID# in 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 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).



08/31/2020

Job Title: **Civil Engineer Trainee**
Agency: Department of Transportation
Closing Date/Time: Fri. 10/16/20 4:30 PM Central Time
Salary: \$4,365.00 - \$5,220.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **20**
Bid ID#: **IPR#44621**

This position is accountable for assisting a Resident Engineer in performing the beginning professional layout, inspection, documentation, and other construction supervision functions required on various construction projects. This is a full-time permanent, entry-level position that is a part of a district-wide rotation program.

Technical Applications PM1080 (rev 8/23/19) 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 by 4:30 pm on the closing date listed above. Applications will not be accepted after this date and time.

Agency Contact: Bureau of Personnel Management, 217/782-5594

Unofficial college transcripts must be included with application. Official college transcripts must be submitted upon date of employment. Applicants possessing an Engineer Intern License must also include a copy with application. Applicants not submitting these documents by the posting deadline will not be considered for employment.

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).



08/31/2020

Job Title: **Rehabilitation Counselor Trainee - Opt H (Upward Mobility Target Title)**
Agency: Department of Human Services
Salary: \$3,874.00 - \$5,685.00 monthly
\$46,488.00 - \$68,220.00 annually
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: **20**
Plan/BU: **RC062**
Bid ID#: **Continuous - Informational**

Under direct supervision, for a period not to exceed twelve months, receives formal and informal training in the principles, techniques, procedures and policies related to assisting persons with disabilities under the Persons with Disabilities (PWD) Waiver, Brain Injury (BI) Waiver, or AIDS Waiver to live independently in the community and/or their own place of residence with needed supports essential to maintaining an independent lifestyle. Travels in the performance of duties.

Sherrie Bridges
Division of Rehabilitation Services
100 S. Grand Avenue East
Springfield, IL 62764
217-524-7550
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 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).



08/31/2020

Job Title: **Rehabilitation Counselor Trainee - Opt V (Upward Mobility Target Title)**
Agency: Department of Human Services
Salary: \$3,874.00 - \$5,685.00 monthly
\$46,488.00 - \$68,220.00 annually
Job Type: Full-Time
Location: Statewide, Illinois
Number of Vacancies: **20**
Plan/BU: **RC062**
Bid ID#: **Continuous - Informational**

Under direct supervision, for a period not to exceed twelve months, receives formal and informal orientation in the principles, techniques, procedures and policies related to rehabilitating persons with disabilities in a general vocational rehabilitation, transition, STEP, or psychiatric caseload. Travels in the performance of duties.

Sherrie Bridges
Division of Rehabilitation Services
100 S. Grand Avenue East
Springfield, IL 62764
217-524-7550
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 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).



08/31/2020

Job Title: **Child Protection Specialist**
Agency: Department of 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**

Under direction of the team supervisor, receives and investigates reports of child abuse and neglect within mandated time limits; assesses immediate safety of children and initiates appropriate levels of protection needed; conducts home evaluations, observing family situations relating to allegations of abuse and neglect; interviews clients and professionals to obtain information for the purposes of making a finding and determining protection and service needs; conducts service assessments; on a rotating basis, assigned to 24 hour "on call" duty in addition to normal assignments; prepares investigation reports; selects, summarizes, and presents case material for transfer to permanency caseworker or community agencies; determines the need for and coordinates the placement of children in substitute care facilities.

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

Applicants should indicate 2 work county choices on their [CMS 100 Employment Application](#)

Additional Documentation for Child Protection Specialist:

[Class Specification](#)

These documents are in PDF format and can be viewed using [Adobe Reader](#).

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).



08/31/2020

Job Title: **Corrections Treatment Officer**
Agency: Department of 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**

Under general supervision, provides care, safety and security, personal development services and activities to adult offenders with emotional, social, or mental health issues. Observes offenders and reports behavior and reactions to professional team members. Receives on-going training to develop new and updated skills; ensures offenders have access to and receive appropriate medical services; participates as an active contributing member of a multidisciplinary treatment team. Maintains assigned area in a safe, clean, and orderly condition; performs housekeeping functions and supervises individuals in general housekeeping activities. Transports and supervises offenders' movement to and from destinations inside and/or outside the facility grounds.

[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 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).

Additional Documentation for Corrections Treatment Officer:

[Class Specification](#)
[Additional Title and Exam Information](#)

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).



08/31/2020

Job Title: **Public Service Administrator - Opt 1**
Agency: Department of Veterans' Affairs
Closing Date/Time: Tue. 09/01/20 4:00 PM Central Time
Salary: Depends on Qualifications
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **GB063**
Bid ID#: **34-127-21-01**

Requires knowledge, skill and mental development equivalent to the completion of four years of college plus prior experience equivalent to three years of progressively responsible administrative experience in a public or business organization. Requires extensive knowledge of agency programs and service objectives, activities and operational systems; agency policies and procedures. Requires ability to analyze administrative problems and adopt an effective course of action; develop, install and evaluate new and revised methods, procedures and performance standards; exercise judgement and discretion in developing, implementing and interpreting departmental policies and procedures. Requires discharge under honorable condition from military service.

Anticipated Monthly Salary Range: \$5,000.00 - \$8,250.00

Current MS Range: \$3,116.00 - \$10,253.00

Current BU Employees: CBA Language applies

Work Hours:
Monday - Friday
8:30am- 5:00pm
1 hour paid lunch

Work Location:
Chicago Veterans' Home
4250 North Oak Park Ave
Chicago, Illinois 60634

Submit Applications To:
IL Dept. of Veterans' Affairs
Attn: Sonia Gove
833 S. Spring St.
Springfield, IL 62704
Ph: 217-785-7208
Fax: 217-557-7235

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).



08/31/2020

Job Title: **Strategic Project Administrator - Non-Code Position**
Agency: Criminal Justice Information Authority
Closing Date/Time: Thu. 09/10/20 5:00 PM Central Time
Salary: \$70,000.00 - \$80,000.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **CJIA 95058-17-2020**

Bachelor's Degree in Social Work, Human Services, Criminal Justice, Public Administration or a related field or equivalent training and experience; 5 years of experience in violence-prevention or related field; 3 years of management and supervisory experience including fiscal experience; expertise with grant-writing and/or grant making; excellent verbal, written, problem-solving and organizational skills; strong computer skills including Microsoft Word, Excel and Access and ability to learn new programs; ability to work on multiple tasks with attention to detail; willingness and ability to travel in state, including valid Illinois Driver's License.

Please apply by emailing a CMS100 application, cover letter and resume to:

cja.hrdepartment@illinois.gov

Please type the title of the position in the e-mail subject line and your first and last name.
For example: Strategic Project Administrator/John Doe

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08/31/2020

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

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.

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,

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08/31/2020

boards and commissions to supplement their recruiting efforts and develop strategies for diversification.

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