



10/25/2020

Job Title: **Liquor Control Supervisor Chicago Region**  
Agency: Illinois Liquor Control Commission  
Closing Date/Time: Mon. 11/09/20 5:59 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **BBR**  
Bid ID#: **ILCC 26412**

**Minimum Requirements**

- Requires knowledge, skill and mental development equivalent to completion of (4) four years of college with major coursework in law enforcement, criminal justice, pre-law or related field.
- Requires a total of (5) five years progressively responsible professional experience, of which three years must involve the enforcement of liquor control laws or regulations.
- Requires successful completion of a basic law enforcement training program approved by the Illinois Law Enforcement Training and Standards Board (ILETSB) or a waiver granted by the ILETSB.
- Requires successful completion of a firearms qualification course on an annual basis.

Agency Contact:

Illinois Liquor Commission – Human Resources

Jefferson Terrace, 300 West Jefferson St., Suite 300, Springfield, IL 62702

LCC.HumanResources@illinois.gov

(217) 280-3157 Phone

(217) 524-1526 Fax

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



10/25/2020

Job Title: **Business Systems Associate**  
Agency: Department of Public Health  
Closing Date/Time: Wed. 11/04/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Temporary  
Location: Statewide, Illinois  
Number of Vacancies: **2**  
Bid ID#: **EM-20-0020**

Requires knowledge, skill and mental development equivalent to the completion of a two or four year college degree in Computer Science, Information Technology or related field ; prior experience equivalent to two years of progressively responsible administrative experience in a public or business organization; prior experience as a Business Systems Associate ensuring that IT processes are adequate and functional. Previous experience with EPIC software a plus. Requires the ability to travel to testing sites throughout the state; must be able to lift 50 lbs.

**Agency Contact:**

Office of Human Resources  
535 W. Jefferson St. 4th fl  
Springfield, IL 62761  
Phone: 217-785-2031  
Email: [DPH.HRAApplications@illinois.gov](mailto:DPH.HRAApplications@illinois.gov)

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



10/25/2020

Job Title: **Health Information Administrator**  
Agency: Department of Veterans' Affairs  
Closing Date/Time: Tue. 11/03/20 4:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **34-127-21-30**

Under administrative direction, serves as the Director of the Illinois Veterans' Home-Chicago Health Information Program; provides professional direction to the facility's health information staff; manages the processing of patient health information for submission to Chicago Veterans Affairs medical Center; codes resident diagnoses assigned by physicians using ICD-10CM classification system; serves as the facility's Health Information Portability and Accountability Act Privacy Officer; assists medical and clinical staff with research projects; serves as a member on the Quality Assurance Committee; supervises staff. Develops and implements policies and procedures for managing Veterans health information records including processing medical-legal documents, correspondence requests and record retention in accordance with professional ethics and in conformance with federal, state and local statutes.

Submit Applications To: (must be postmarked by closing posting date)

IL Dept. of Veterans' Affairs

Attn: HR - Hiring

833 S. Spring St.

Springfield, IL 62704

Ph: 217-785-7208

**Fax: 217-557-7235 (fax is the preferred method of receiving apps)**

Email: [IDVA.HR.Applicants@Illinois.gov](mailto:IDVA.HR.Applicants@Illinois.gov)

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



10/25/2020

Job Title: **Public Aid Eligibility Assistant**  
Agency: Department of Human Services  
Closing Date/Time: Mon. 11/02/20 5:00 PM Central Time  
Salary: \$3,092.00 - \$4,213.00 monthly  
\$37,104.00 - \$50,556.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC028**  
Bid ID#: **10-91-26313**

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

**[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).

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10/25/2020

Job Title: **Staff Development Specialist I**  
Agency: Department of Human Services  
Closing Date/Time: Mon. 11/02/20 5:00 PM Central Time  
Salary: \$4,587.00 - \$6,820.00 monthly  
\$55,044.00 - \$81,840.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **10-91-26312**

Requires knowledge, skill and mental development equivalent to completion of four years of college. Academic course work should include quantitative measures (introductory statistics or business mathematics or social science analytical tools, educational methods, psychology of individuals, organizational group behavior, labor relations or equivalents. Requires two years of professional

**Where to Apply:**

**DHS.HiringUnit@illinois.gov**

**Include posting ID # and bidders names in subject line when applying**

**Agency Contact:**

**Bureau of Employee Services**

**Greer McNeil**

**100 South Grand Ave East, 3rd floor**

**Springfield, IL 62762**

**FAX: 217-524-2116** experience in education or a related field. Requires ability to travel.

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).



10/25/2020

Job Title: **Public Service Administrator - Opt 8S**  
Agency: Department of Veterans' Affairs  
Closing Date/Time: Mon. 11/02/20 4:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **34-127-21-28**

Requires a master's degree in social work from a recognized college or university supplemented by three years of professional social work experience in the evaluation and treatment/habilitation of mentally ill, developmentally disabled or other disabled persons. Requires extensive knowledge of the employing agency's rules and regulations covering the social work field. Requires extensive knowledge of principles and practices of public and business administration. Requires ability to develop and manage a supportive agency program. Requires ability to develop, instill, and evaluate new and revised methods, procedures, and performance Standards. Requires licensure as a clinical social worker in the State of Illinois. Honorable discharge from U.S. military preferred.

Submit Applications To: (must be postmarked by closing posting date)

IL Dept. of Veterans' Affairs

Attn: HR - Hiring

833 S. Spring St.

Springfield, IL 62704

Ph: 217-785-7208

**Fax: 217-557-7235 (fax is the preferred method of receiving apps)**

Email: [IDVA.HR.Applicants@Illinois.gov](mailto:IDVA.HR.Applicants@Illinois.gov)

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



10/25/2020

Job Title: **Cook II (Upward Mobility Target Title)**  
Agency: Department of Veterans' Affairs  
Closing Date/Time: Fri. 10/30/20 4:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **3**  
Plan/BU: **RC009**  
Bid ID#: **34-127-21-05**

Requires knowledge, skill and mental development equivalent to the completion of high school and two years of cooking experience, which provides extensive knowledge of materials, methods and equipment used in preparing food on a large- scale basis. Requires possession of a valid Food Service Sanitation Certificate issued by the Illinois Department of Public Health or requires possession of a Certified Food Protection Manager (CFPM) certification from a program accredited by the American National Standard Institute (ANSI) Conference for Food Protection (CFP). Requires working knowledge of food values. Requires working knowledge of health and safety requirements of food service. Requires ability to direct and instruct others in various areas of food preparation and in the sanitation of kitchen and dining areas. Requires ability to estimate the quantity of food items and kitchen supplies needed. Requires physical ability to lift and/or carry heavy items and to push or pull carts laden with food or supplies. Requires ability to work under physically demanding conditions, such as extreme temperature changes, exposure to cleaning agents and/or standing for extended periods of time. Honorable discharge from the U.S. Military preferred.

Submit Applications To: (must be postmarked by closing posting date)

IL Dept. of Veterans' Affairs

Attn: HR - Hiring

833 S. Spring St.

Springfield, IL 62704

Ph: 217-785-7208

**Fax: 217-557-7235 (fax is the preferred method of receiving apps)**

Email: [IDVA.HR.Applicants@Illinois.gov](mailto:IDVA.HR.Applicants@Illinois.gov)

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10/25/2020

Job Title: Deputy Officer of Cannabis Research and Development (PSA Opt. 1)  
Agency: Department of Financial and Professional Regulation  
Closing Date/Time: Sun. 11/01/20 11:59 PM Central Time  
Salary: \$74,784.00 - \$120,000.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: 1  
Bid ID#: 37015-13-30-400-00-01

Are you passionate about numbers and data analysis? Are you a visual storyteller? Are you looking for a new challenge that will allow you to lead from the front and build a program from the ground up?

If so, we want you! IDFPD is seeking a candidate who can pull data from multiple sources, corollate the data and analyze trends. Candidates for this position will be responsible for spearheading the buildout of Cannabis data analytics for the State of Illinois, direct strategic research initiatives that will lead to recommendations for the Cannabis industry and monitor and oversee the cannabis research utilizing reports, dashboards and data visualization to tell the story of the impact of cannabis legalization in the State of Illinois.

We continually strive for a workforce that reflects the growing diversity within the State of Illinois. A variety of employee backgrounds, perspectives, ideas and experiences are crucial to our ability to most effectively serve the public. Bilingual skills welcome.

#### **Reasonable Accommodation Statement**

Persons with disabilities are provided reasonable accommodations throughout the hiring process and during performance of all job duties. Please email the Central Management Services Disability Resource Center at [CMS.DisabilityResCen@illinois.gov](mailto:CMS.DisabilityResCen@illinois.gov) or call (217) 524 - 7514 for further information and to request an accommodation.

#### **PREFERRED QUALIFICATIONS:**

1. Experience in data research & analytics
2. Master's degree in Public Administration or Public Policy
3. Experience in data visualization & mapping techniques. i.e., GIS (Graphical Information Systems)
4. Experience in program evaluation
5. Experience Managing Staff
6. Master's Degree in Computer Science

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).





10/25/2020

Job Title: Deputy Officer of Cannabis Administration (PSA Opt. 1)  
Agency: Department of Financial and Professional Regulation  
Closing Date/Time: Sun. 11/01/20 11:59 PM Central Time  
Salary: \$74,784.00 - \$120,000.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: 1  
Bid ID#: 37015-13-30-100-00-01

**POSITION OVERVIEW:**

Are you looking for a new challenge that will allow you to lead from the front and build a program from the ground up?

If so, we want you! IDFPD is seeking a candidate who can build something from the ground up and work with other agencies on Cannabis initiatives. In this role, you will spearhead the development of the Cannabis Regulation Oversight Officer's Research and Development Office as well as cannabis policies and procedures for the State of Illinois. The successful candidate will lead strategic research initiatives and make recommendations for the cannabis industry. Using reports, policies and procedures as well as inter-agency collaboration, you will monitor and oversee the cannabis regulation process.

We continually strive for a workforce that reflects the growing diversity within the State of Illinois. A variety of employee backgrounds, perspectives, ideas and experiences are crucial to our ability to most effectively serve the public. Bilingual skills welcome.

**Reasonable Accommodation Statement**

Persons with disabilities are provided reasonable accommodations throughout the hiring process and during performance of all job duties. Please email the Central Management Services Disability Resource Center at [CMS.DisabilityResCen@illinois.gov](mailto:CMS.DisabilityResCen@illinois.gov) or call (217) 524 - 7514 for further information and to request an accommodation.

Please attach a Resume/Curriculum Vitae (CV) to your application in the attachments. You will not be considered for the position if you attach a CMS100, CMS100b or any other document that is not a Resume or CV.

**ESTIMATED HIRING TIMELINE:**

Applicant notification of interview: **11/10/2020**  
Interviews will begin: **11/30/2020**

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10/25/2020

Job Title: **Engineering Technician I Inspector**  
Agency: Department of Transportation  
Closing Date/Time: Fri. 10/30/20 4:30 PM Central Time  
Salary: \$2,695.00 - \$4,735.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **10**  
Plan/BU: **PM-00**  
Bid ID#: **IPR#44650**

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

To be considered for a permanent position within IDOT, you must either be a US citizen or a non-citizen with permanent work authorization.

Only education/coursework and experience listed within the application will be considered for determining eligibility for this position.

Applicants may submit college transcripts for completed coursework.

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).



10/25/2020

Job Title: **Unemployment Insurance Special Agent**  
Agency: Department of Employment Security  
Closing Date/Time: Tue. 10/27/20 11:59 PM Central Time  
Salary: \$4,587.00 - \$6,820.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **4**  
Plan/BU: **RC062**  
Bid ID#: **RCRA 81040**

Requires knowledge, skill and mental development equivalent to the completion of four years college with major courses in Business Law and Business Administration plus three years of local office professional investigative experience performing major adjudication work involved in the fact-finding process. Requires extensive knowledge of Federal and State laws, rules and regulations applicable to Unemployment Insurance benefits. Requires thorough knowledge of agency computerized systems, programs and practices as they relate to the payment of UI benefits. Requires the ability to communicate effectively both orally and in writing and to use a personal computer with related software programs such as word processing, spreadsheets, database management and email.

**AGENCY CONTACT/ Where to Apply:**

IDES Recruitment & Selection  
33 S. State Street - 8th Floor  
Chicago, IL 60603  
Fax: (312) 793-5052  
Scan: [DES.JOBS@illinois.gov](mailto:DES.JOBS@illinois.gov)

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10/25/2020

Job Title: **Winter Salaried Highway Maintainer (Monthly Snowbird) - District 1**  
Agency: Department of Transportation  
Closing Date/Time: Wed. 10/28/20 4:00 PM Central Time  
Salary: \$4,488.00 - \$4,488.00 monthly  
Job Type: Temporary  
Location: Cook County, Illinois  
Number of Vacancies: **61**  
Bid ID#: **IPR#44428**

Applicants must possess a valid Class 'A' or 'B' Commercial Drivers' License with an 'N' or 'X' endorsement and non-restrictive air brakes.

Applicants must be able to lift 50 pounds or more, as well as perform other arduous labor intensive duties.

Applicants must be able to report to the maintenance facility as early as practicable, but never in excess of 45 minutes of being called.

Applicants must be available to work on a daily basis from October 16th through April 15th (dates are dependent on the weather).

Applicants must be able to pass a background check, a pre-employment physical, drug/alcohol testing, and vision testing.

All applicants must submit the Application (PM2415), as well as the additional required documents listed above, to IDOT District 1 via:

- (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](mailto:DOT.D1WinterApplications@illinois.gov)

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



10/25/2020

Job Title: Office Associate - Opt 2  
Agency: Department of Human Services  
Closing Date/Time: Mon. 10/26/20 5:00 PM Central Time  
Salary: \$3,092.00 - \$4,213.00 monthly  
\$37,104.00 - \$50,556.00 annually  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: 1  
Plan/BU: RC014  
Bid ID#: 10-91-26096

Requires knowledge, skill and mental development equivalent to completion of high school and two years of related office experience. Requires extensive knowledge of 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 words per minute. Requires knowledge and understanding of medical, technical and legal terminology.

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

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



10/25/2020

Job Title: **Children & Family Service Intern, Opt.1; Working Title: Child Protection Specialist Trainee**

Agency: Department of Children & Family Services

Closing Date/Time: Wed. 10/28/20 5:00 PM Central Time

Salary: \$3,544.00 - \$5,001.00 monthly

Job Type: Full-Time

Location: Various Locations, Illinois

Number of Vacancies: **6**

Plan/BU: **RC062**

Bid ID#: **Cook CPS Trainee Opt. 1**

This is a trainee position targeted to the Child Protection Specialist title. **In order to qualify for the CFS Intern Opt. 1 title, you must meet the Bachelor level educational requirements of the targeted title (listed below)** and be able to meet the experience requirement of the targeted title within a 24 month period which is the maximum amount of time they can remain in the intern title.

**Targeted Title:**

**CPS:** Preferably requires a master's degree in social work; or requires a master's degree in a related human service field, in criminal justice, criminal justice administration, or law enforcement and one year of directly related professional experience; or requires a bachelor's degree in social work and one year of directly related professional experience; or requires a bachelor's degree in a related human service field, in criminal justice, criminal justice administration, or law enforcement and two years of directly related professional experience; requires possession of a valid driver's license, daily access to an automobile, and proof of vehicle insurance; requires physical, visual, and auditory ability to carry out assigned duties; requires ability to serve on 24 hour "on call" duty.

**Agency Contact:**

Tracey Hardrick, Cook Region Personnel Liaison  
2020 W. Roosevelt Rd., 2nd Fl, Chicago, IL 60608  
Phone: 312-814-1222  
Fax: 312-814-1224  
Email: Tracey.Hardrick@illinois.gov (Preferred)

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).



10/25/2020

Job Title: **Revenue Collection Officer I**  
Agency: Department of Revenue  
Closing Date/Time: Wed. 10/28/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County Zone 1, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **DOR 25717**

Requires knowledge, skill and mental development equivalent to the completion of four years of college. Requires completion of a Revenue Collection Officer Trainee program. Requires working knowledge of the various tax laws, rules, and regulations, court decisions and other legal views as applicable to the collection and compliance program. Requires a valid driver's license and the ability to travel, often keeping irregular hours in the conduct of collection activities. Prefers experience utilizing computer systems and on-line tools to conduct research.

**Agency Contact:**

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

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



10/25/2020

Job Title: **Revenue Collection Officer Trainee**  
Agency: Department of Revenue  
Closing Date/Time: Wed. 10/28/20 5:00 PM Central Time  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County Zone 1, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **DOR 25719**

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 a valid driver's license and/or the ability to travel, often keeping irregular hours in the conduct of collection activities. Prefers experience utilizing computer systems and on-line tools to conduct research.

**Agency Contact:**

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

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).





10/25/2020

Job Title: **Rehabilitation Counselor Trainee - Opt SSV (Upward Mobility Target Title)**  
Agency: Department of Human Services  
Closing Date/Time: Tue. 10/27/20 5:00 PM Central Time  
Salary: \$3,980.00 - \$7,244.00 monthly  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **1**  
Plan/BU: **RC062**  
Bid ID#: **10-48-26148**

Requires possession of a Master's Degree from a college or university program accredited by the Council On Rehabilitation Education (CORE); or, a Master's Degree from an accredited college or university in rehabilitation counseling, rehabilitation administration, clinical psychology, counseling psychology, deaf education, special education, or a closely related field. Requires ability to speak, read and write Spanish at a colloquial skill level. Requires ability to travel. This class is included as an Upward Mobility Program credential title.

**8:30 am – 5:00 pm (M-F)**

**Anticipated Starting Salary Range – \$3,980 to \$7,244 per month or \$47,760 to \$86,928 per year**

**Current Bargaining Unit Employees – Collective Bargaining Agreement language applies**

**Where to Apply: [DHS.DRSHiringUnit@illinois.gov](mailto:DHS.DRSHiringUnit@illinois.gov)**

Include posting ID # and bidders names in subject line when applying

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10/25/2020

Job Title: **Mental Health Technician I or II- Opt SS or Mental Health Tech Trainee - Opt SS**  
Agency: Department of Human Services  
Closing Date/Time: Continuous  
Salary: Depends on Qualifications  
Job Type: Full-Time  
Location: Cook County, Illinois  
Number of Vacancies: **10**  
Plan/BU: **RC009**  
Bid ID#: **10/79-27012 SS**

Requires successful completion of an approved training program and six months experience in, or applicable to the care, treatment or habitation of persons with mental illness or developmental disabilities. Requires working knowledge of the causes, nature and treatment of mental illness or developmental illness or developmental disabilities and the proper methods and techniques employed in the personal and nursing care, development and habitation of persons with mental illness or developmental disabilities. Requires the ability to speak, read and write Spanish at a colloquial skill level.

<http://www.dhs.state.il.us/page.aspx?item=38106>

**CONTACT INFORMATION:**

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

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).



10/25/2020

Job Title: **Child Protection Specialist - Opt SS**  
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**

Preferably requires a master's degree in social work; or requires a master's degree in a related human service field, in criminal justice, criminal justice administration, or law enforcement and one year of directly related professional experience; or requires a bachelor's degree in social work and one year of directly related professional experience; or requires a bachelor's degree in a related human service field, in criminal justice, criminal justice administration, or law enforcement and two years of directly related professional experience; requires possession of a valid driver's license, daily access to an automobile, and proof of vehicle insurance; requires physical, visual, and auditory ability to carry out assigned duties; requires ability to serve on 24 hour "on call" duty; requires ability to speak and write Spanish at a colloquial skill level.

**This posting is for recruitment purposes and is intended for those currently not employed with DCFS**

Interested applicants should submit a [CMS 100 Employment Application](#) (version dated 07/2019), and preferably a legible copy of your Official college transcripts to [DCFS.Work4DCFS@illinois.gov](mailto:DCFS.Work4DCFS@illinois.gov)

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

**Additional Documentation for Child Protection Specialist SS:**

[Class Specification](#)

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

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10/25/2020

Job Title: **Snow Removal Operator (Hourly Snowbird) - District 9**  
Agency: Department of Transportation  
Closing Date/Time: Tue. 12/29/20 4:30 PM Central Time  
Salary: \$20.55 - \$20.55 hourly  
Job Type: Temporary  
Location: Jackson County, Illinois  
Number of Vacancies: **120**  
Bid ID#: **IPR#44429**

Applicants must possess a valid Class 'A' or 'B' Commercial Drivers' License with an 'N' or 'X' endorsement and non-restricted air brakes.

Applicants must be available to work in emergency conditions at any time, including weekends, holidays, and nights.

Applicants must be able to report to the maintenance facility as early as practicable, but never in excess of 45 minutes of being called.

Applicants must be available to work when called up from October 16th through April 15th (dates are dependent on the weather).

Applicants must be able to pass a background check, a pre-employment physical, drug/alcohol testing, and vision testing.

All applicants must submit the Application (PM2414), as well as the additional required documents listed above, to IDOT District 9 via:

- (1) MAIL to: Attn: Personnel, 2801 W Murphysboro Rd, Carbondale, IL 62903
- (2) FAX to: Attn: Personnel at fax number (618) 351-5298
- (3) EMAIL to: [DOT.D9WinterApplications@illinois.gov](mailto:DOT.D9WinterApplications@illinois.gov)

This position may require a current grade from Central Management Services (CMS), Division of Examining and Counseling, to be deemed qualified and available for employment consideration. For more information, please refer to the Work4Illinois website at [Work.Illinois.Gov](http://Work.Illinois.Gov) and select 'Application Procedures'. Additional information may also be obtained from the Agency Contact listed above or by contacting CMS, Division of Examining and Counseling at [Work4Illinois@Illinois.gov](mailto:Work4Illinois@Illinois.gov) or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).



10/25/2020

Job Title: **Military Crash, Fire, Rescue I**  
Agency: Department of Military Affairs  
Closing Date/Time: Thu. 12/31/20 11:59 PM Central Time  
Salary: \$3,460.00 - \$5,236.00 monthly  
Job Type: Full-Time  
Location: Peoria County, Illinois  
Number of Vacancies: **1**  
Bid ID#: **20-031**

**EXAMPLE OF WORK:** 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, **provide Required Certifications and any Highly Desirable Advanced Certifications or the transferable equivalents, DD214, NGB22,** and submit by the closing date. Fax application to (217) 761-3418, or email to [ng.il.ilarng.mbx.state-personnel@mail.mil](mailto:ng.il.ilarng.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

Applications may be obtained by visiting the website at <http://www.il.ngb.army.mil/> select "Employment Opportunities" then select "DMA FM-115". **NOTE: Applications submitted on forms issued prior to the 07/2015 revision will NOT be accepted.**

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10/25/2020

### Career Counseling Services

State government career counseling services are provided by CMS Assessment Centers either by mail, email or through individual, in-person counseling sessions. Note that in-person counseling sessions are available at all CMS Assessment Centers by appointment only on a limited, first come-first serve basis and available sessions fill up quickly so applicants are strongly encouraged to take advantage of career counseling services offered via mail or email.

**Counseling by Mail:** If you want to take advantage of counseling by mail, complete a CMS-100 application, indicate that you want counseling by mail and your geographic employment preferences and salary requirements, and mail your application and request to the Chicago or Springfield assessment center. To ensure prompt service, mark the envelope "Request for Counseling by Mail." Upon receipt, career counseling staff will evaluate your education and experience along with your employment interests and preferences as to salary and geographic location and will send back a list of potential state position titles for which you may qualify that coincide with your interests and preferences along with examination information. You may contact the assessment center if you have any follow-up questions once you receive and review this information.

**Counseling by Email:** If you prefer, you can request counseling by email. Complete and attach to the email your CMS-100 application, indicate that you want counseling by email along with your geographic employment preferences and salary requirements, and email your request and application to: [CMS.CounselingByEmail@Illinois.gov](mailto:CMS.CounselingByEmail@Illinois.gov)

Upon receipt, career counseling staff will evaluate your education and experience along with your employment interests and preferences as to salary and geographic location and respond via email with potential state position titles for which you may qualify that coincide with your interests and preferences along with examination information. You may contact the assessment center if you have any follow-up questions once you receive and review this information.

**Career Counseling Session:** If you schedule an appointment for a career counseling session at a CMS Assessment Center, you must complete and bring your CMS-100 application with you to the assessment center. A career counseling session lasts approximately 30 minutes. The career counselor will review your education and experience as reported on your CMS-100 application and discuss state government employment opportunities with you that match your credentials and employment preferences with position titles for which you may be qualified and answer any questions you may have regarding examination procedures and eligibility requirements. If you are unable to make your appointment, please contact the assessment center in advance to cancel your appointment.

Career Services also provides special assistance to Illinois veterans through the [Veterans Outreach Program](#). Please direct all Veteran Outreach issues directly to [VeteransOutreachByEmail@illinois.gov](mailto:VeteransOutreachByEmail@illinois.gov).

From its Chicago office, CMS also offers the [Diversity Enrichment Program](#) (DEP) headquartered in the James R. Thompson Center (JRTC). The Program is responsible for the recruitment of well-qualified candidates for employment in underutilized categories for State employment through targeted outreach events and applicant counseling and is a resource for all State agencies, boards and commissions to supplement their recruiting efforts and develop strategies for diversification.

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