



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

10/18/2018



Job Title: **Revenue Collection Officer Trainee**
Agency: Revenue
Closing Date/Time: Tue. 10/23/18 5:00 PM Central Time
Salary: \$3,371.00 - \$4,826.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **DOR 19056**

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

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).

10/18/2018



Job Title: Revenue Collection Officer I
Agency: Revenue
Closing Date/Time: Tue. 10/23/18 5:00 PM Central Time
Salary: \$3,792.00 - \$5,601.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: DOR 19055

Requires equivalency to the completion of four years of college; requires successful completion of one year training and experience as a Revenue Collection Officer Trainee; requires knowledge of the various tax laws, rules and regulations, court decisions and other level opinions as applicable to the collection program; requires access to an automobile and possession of a valid driver's license or access to public transportation.

Agency Contact:

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

10/18/2018



Job Title: **Corrections Leisure Activities Specialist I**
Agency: Juvenile Justice
Closing Date/Time: Tue. 10/30/18 4:00 PM Central Time
Salary: \$3,792.00 - \$5,854.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **IDJJ27-17-18-2599**

Under direct supervision of the Assistant Superintendent of Programs, provides varied and highly structured leisure time activities for all youth within the housing units and within various recreational facilities inside and outside of IYC-Chicago; participates in coordination of outside recreation and community services activities; functions as part of a multi-disciplinary team to assist in developing and delivering an individualized treatment program within the context of a larger group activity; participates in evaluation and staffing of youth; provides assistance in review of leisure time program needs.

AGENCY CONTACT:

Ms. Oleavia Green
Illinois Youth Center - Chicago
136 North Western Avenue
Chicago, IL 60612
FAX: 312.633.5246
oleavia.green@illinois.gov

10/18/2018



Job Title: **Psychologist II (Upward Mobility Target Title)**
Agency: Human Services
Closing Date/Time: Thu. 10/25/18 5:00 PM Central Time
Salary: \$4,873.00 - \$7,392.00 monthly
\$58,476.00 - \$88,704.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC063**
Bid ID#: **10-76-107904**

Under direction and in accordance with the Williams Consent Decree, conducts surveys of community providers to determine compliance regarding services for the long term care population. Utilizes professional training and expertise in the field of psychology to monitor and evaluate studies to determine if psychological needs of persons with mental illness are being addressed through community services. Prepares findings on studies and develop recommendations for corrective actions; provides consultation and technical assistance to community based quality assurance nurse and social work professionals regarding psychological assessment and treatment; performs basic data analysis of social services surveys and research studies. Travels in performance of duties.

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

10/18/2018



Job Title: **Civil Engineer IV In-House Studies Project Manager**
Agency: Transportation
Closing Date/Time: Thu. 10/25/18 4:30 PM Central Time
Salary: \$5,800.00 - \$7,515.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **IPR#43098**

This position is accountable for: directing a staff of engineers, technicians and consultants in the preparation and review of in-house location study plans, reports, and environmental documents; reviewing plans and reports submitted by local agencies as they pertain to the state system; and reviewing access requests to major traffic generators so that they are technically feasible, cost effective, minimize adverse environmental effects, and are acceptable to the public.

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 by **Thursday, October 25, 2018**, 4:30 p.m. Please include address, daytime phone and position for which applying if not already listed on application. Applicants will be notified in writing to schedule interviews.

10/18/2018



Job Title: **Senior Public Service Administrator - Opt 1**
Agency: Children & Family Services
Closing Date/Time: Mon. 10/22/18 5:00 PM Central Time
Salary: \$4,295.00 - \$12,128.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **TG000**
Bid ID#: **1803040-030848**

Subject to administrative approval of the Deputy General Counsel, serves as the Administrator of Court Services for DCFS; manages and controls the court services program for the Department, monitoring to ensure compliance, responsiveness, and court oversight of its cases regarding legal activities associated with cases being heard in juvenile court; formulates and implements intra-agency policies and provides input into agency court deliberations that delineate policy; establishes program policies and objectives for court services to ensure DCFS court orders and compliance are being met with regard to statutory obligations; monitors to ensure staff are prepared and equipped to present cases as mandated by the Cook County juvenile court; serves a full line supervisor; provides input into hearings involving complex issues of fact or law; serves as a DCFS liaison with the State's Attorney's Office on child protection issues during the

Agency Contact:

Heather Poe
406 E Monroe, Sta #373, IL 62701
Phone: (217) 524-0266
Fax: (217) 524-3970
E-mail: heather.poe@illinois.gov screening process for custody petitions, providing insight regarding DCFS issues and functioning;

JRTC Suite 4-500 100 W. Randolph Chicago IL, 60601-3219
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10/18/2018



Job Title: **Vice President, Healthcare Finance**
Agency: Illinois Finance Authority *
Closing Date/Time: Thu. 10/25/18 9:00 AM Central Time
Salary: Negotiable
Job Type: Exempt
Location: Cook County, Illinois
Number of Vacancies: **1**
Bid ID#: **00003**

The IFA offers a competitive total rewards program including a 401(a) with IFA matching contributions, comprehensive health, life and disability insurance and paid time off benefits. Employees working at the IFA are at-will employees and are not employees of the State of Illinois; IFA employees are not subject to the State of Illinois Personnel Code. This position is not a collective bargaining unit position. The IFA is an equal opportunity employer.

160 N. LaSalle, Suite S-1000
Chicago, Illinois 60601
312-651-1300

10/18/2018



Job Title: **Mental Health Technician Iv**
Agency: Human Services
Closing Date/Time: Thu. 10/18/18 5:00 PM Central Time
Salary: \$3,035.00 - \$4,253.00 monthly
Job Type: Full-Time
Location: Cook County Zone 3, Illinois
Number of Vacancies: **15**
Plan/BU: **RC009**
Bid ID#: **10-72-107834-107848**

Under general supervision of the Compliance Director, supervises Mental Health Technicians staff, in a designated living or work area, in order to fulfill a special assignment need. Implements unit programs as established by the treatment team.

AGENCY CONTACT:
Alice M. Chambers
Human Resources Representative
Elisabeth Ludeman Center
Phone: 708-283-3014
Fax: 708-283-3017

10/18/2018



Job Title: Medical Administrator II Option C - Opt 06/Medical Director
Agency: Human Services
Closing Date/Time: Fri. 10/19/18 8:00 AM Central Time
Salary: \$52.26 - \$107.03 hourly
\$9,093.00 - \$18,623.00 monthly
\$109,116.00 - \$223,476.00 annually
Job Type: Full-Time
Location: Livingston County, Illinois
Number of Vacancies: 1
Plan/BU: TG000
Bid ID#: 10-67-107154R2

Directs, coordinates and supervises Physicians, Dental, Pharmacy, Laboratory and X-ray services at the Wm. W. Fox Center. Maintains the overall quality of clinical care provided to individuals of the facility including planning, staff administration and implementation of medical treatment regimens, individual care programs and services of the facility. Develops, implements and monitors policies and procedures related to established standards for medical care services, medical ethics, licensing/regulations, the Illinois Mental Health and Developmental Disabilities code, DHS Directive, Fox Center policies and procedures, CMS standards and other applicable laws and regulations.

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).

10/18/2018



Job Title: Revenue Collection Officer I
Agency: Revenue
Closing Date/Time: Tue. 10/23/18 5:00 PM Central Time
Salary: \$3,792.00 - \$5,601.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: DOR 19055

Requires equivalency to the completion of four years of college; requires successful completion of one year training and experience as a Revenue Collection Officer Trainee; requires knowledge of the various tax laws, rules and regulations, court decisions and other level opinions as applicable to the collection program; requires access to an automobile and possession of a valid driver's license or access to public transportation.

Agency Contact:

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

10/18/2018



Job Title: **Public Service Administrator - Opt SS1**
Agency: Children & Family Services
Closing Date/Time: Thu. 10/18/18 5:00 PM Central Time
Salary: \$3,116.00 - \$9,765.00 monthly
Job Type: Exempt
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **GB063**
Bid ID#: **1828001-280053**

Requires knowledge, skill, and mental development equivalent to completion of four years of college, with coursework in journalism, communications, marketing, or liberal arts, and three years related administrative experience in media relations, communications, public affairs, or a comparable area; requires strong professional writing and speaking skills; requires ability to speak and write Spanish at a colloquial skill level; requires possession of a valid driver's license and ability to travel.

Agency Contact:
Tracie Crockrell
2020 W Roosevelt Rd 2nd Fl
Chicago, Illinois 60608
Phone: 312/814-1222
Fax: 312/814-1224
tracie.crockrell@illinois.gov

10/18/2018



Job Title: **Juvenile Justice Youth and Family Specialist - Opt 1**
Agency: Juvenile Justice
Closing Date/Time: Mon. 10/22/18 5:00 PM Central Time
Salary: \$4,571.00 - \$6,878.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **IDJJ-2700-18-0027**

Under general supervision of the Juvenile Justice Youth & Family Specialist Supervisor, coordinates and manages an assigned caseload; counsels youth and family and provides support and guidance; communicates with institutional staff regarding youth needs and progress; monitors service provider's services to ensure compliance with contracts and agency requirements. Reviews documentation to determine family and youth eligibility for federal funding participation (FF); assists in reintegration planning for and direction/supervision of youth; enrolls youth in services, monitors progress, initiates interventions and makes recommendation for action including parole, revocations and discharge and authorizes custodial responses by providers for compliance with agency requirements.

Work Hours: Sun & Mon: 11:00a.m.-7:00 p.m.; Tues – Thurs: 7:00 a.m. – 3:00 p.m., Fri/Sat: off

Work Location: 100 N. Western Ave., Chicago, IL 60612

Agency Contact: IL Department of Juvenile Justice – Aftercare Attn: HR, 2715 W. Monroe Street, Springfield, IL 62704; **OR** Quierra.C.Phillips@illinois.gov

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

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

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

10/18/2018



Job Title: **Juvenile Justice Youth and Family Specialist - Opt 1**
Agency: Juvenile Justice
Closing Date/Time: Mon. 10/22/18 5:00 PM Central Time
Salary: \$4,571.00 - \$6,878.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **IDJJ-2700-18-0027**

Under general supervision of the Juvenile Justice Youth & Family Specialist Supervisor, coordinates and manages an assigned caseload; counsels youth and family and provides support and guidance; communicates with institutional staff regarding youth needs and progress; monitors service provider's services to ensure compliance with contracts and agency requirements. Reviews documentation to determine family and youth eligibility for federal funding participation (FF); assists in reintegration planning for and direction/supervision of youth; enrolls youth in services, monitors progress, initiates interventions and makes recommendation for action including parole, revocations and discharge and authorizes custodial responses by providers for compliance with agency requirements.

Work Hours: Sun & Mon: 11:00a.m.-7:00 p.m.; Tues – Thurs: 7:00 a.m. – 3:00 p.m., Fri/Sat: off

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Agency Contact: IL Department of Juvenile Justice – Aftercare Attn: HR, 2715 W. Monroe Street, Springfield, IL 62704; **OR** Quierra.C.Phillips@illinois.gov

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

10/18/2018



Job Title: **Educator - Opt C**
Agency: Human Services
Closing Date/Time: Tue. 10/23/18 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#: **10-72-107916**

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

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

10/18/2018



Job Title: Office Associate - Opt SS2
Agency: Children & Family Services
Closing Date/Time: Tue. 10/23/18 5:00 PM Central Time
Salary: \$2,935.00 - \$4,065.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC014
Bid ID#: 1847044-476472

Under direction, performs complex clerical services for the Area Administrator and professional staff; prepares and keyboards documents, forms, memoranda, and letters; date stamps and distributes incoming mail; exercises independent judgment and a command of legal, medical, and social terminology to review documents; answers incoming calls and screens callers to determine nature of request; transfers calls to appropriate persons; greets visitors and directs walk-ins to appropriate offices and resources; provides non-technical information and assistance in person and by phone; translates and interprets, both orally and in writing, for Spanish speaking clients.

SUBMIT BIDS TO:

Tracey Hardrick
Bureau of Operations
2020 W. Roosevelt Rd., 2nd Fl.
Chicago, Illinois 60608
Phone: 312-814-3775
Fax: 312-814-1224
Email: Tracey.Hardrick@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>

10/18/2018



Job Title: **Social Worker II (Upward Mobility Target Title)**
Agency: Human Services
Closing Date/Time: Tue. 10/16/18 4:59 PM Central Time
Salary: \$4,612.00 - \$6,990.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC063**
Bid ID#: **10/79-107746**

Requires a master's degree in social work from a recognized college or university supplemented by one year of professional social work experience in the evaluation and treatment/habilitation of mentally ill, developmentally disabled or other disabled persons.

CONTACT INFORMATION:

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

10/18/2018



Job Title: **Social Services Career Trainee - Opt MC**
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 MC**

Requires a Bachelor's degree, ability to communicate effectively in Sign Language and ability to complete coursework to obtain a Master's degree in specified time.

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).

10/18/2018



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 or (217) 782-7100, (217) 785-3979 (TDD/TTY), (800) 526-0844 (TTY Only).

10/18/2018



Job Title: Revenue Collection Officer I
Agency: Revenue
Closing Date/Time: Tue. 10/23/18 5:00 PM Central Time
Salary: \$3,792.00 - \$5,601.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC062
Bid ID#: DOR 19055

Requires equivalency to the completion of four years of college; requires successful completion of one year training and experience as a Revenue Collection Officer Trainee; requires knowledge of the various tax laws, rules and regulations, court decisions and other level opinions as applicable to the collection program

Agency Contact:

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

10/18/2018



Job Title: Security Officer (Upward Mobility Target Title)
Agency: Human Services
Closing Date/Time: Thu. 10/18/18 5:00 PM Central Time
Salary: \$3,492.00 - \$4,913.00 monthly
\$41,904.00 - \$58,956.00 annually
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: 1
Plan/BU: RC029
Bid ID#: 10-82-107881

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

10/18/2018



Job Title: Registered Nurse I (Upward Mobility Target Title)
Agency: Human Services
Salary: \$4,710.00 - \$6,389.00 monthly
Job Type: Full-Time
Location: Cook County Zone 3, Illinois
Number of Vacancies: 01
Plan/BU: RC023
Bid ID#: 10-72-38131

Requires Illinois licensure as a Registered Nurse. Requires graduation from an approved nursing education program resulting in an associate or diploma degree in nursing or a bachelor's degree in nursing.

AGENCY CONTACT:

Ludeman Center
Human Resources Office
114 N. Orchard Drive
Park Forest, IL 60466
708-283-3015

10/18/2018



Job Title: **Child Protection Specialist**
Agency: Children & Family Services
Closing Date/Time: Wed. 10/17/18 5:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **1848051-481260**

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

Agency Contact: Tracey Hardrick, Personnel Liaison
Bureau of Operations - Cook
2020 W Roosevelt, 2nd Fl
Chicago, IL 60608

Phone: 312-814-3775 **Fax:** 312-814-1224 **Email:** Tracey.Hardrick@illinois.gov

10/18/2018



Job Title: **Child Protection Specialist - Opt SS**
Agency: Children & Family Services
Closing Date/Time: Wed. 10/17/18 5:00 PM Central Time
Salary: \$4,377.00 - \$6,581.00 monthly
Job Type: Full-Time
Location: Cook County, Illinois
Number of Vacancies: **1**
Plan/BU: **RC062**
Bid ID#: **1847043-477566**

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

SUBMIT BIDS TO:

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

10/18/2018



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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