

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------	----------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------

STATE REP. LA SHAWN K. FORD'S WORKFORCE DEVELOPMENT

Culinary Instructors

Duluth Services/Florida State College at Jacksonville is accepting resumes in anticipation of short term employment positions with the Navy at Naval Station, Great Lakes, IL, starting 1 October 2010 running through 10 December 2010.

Purpose/objective: Provide navy personnel with the state of the art basic culinary and professional development training, producing exceptional sailors capable of supporting both shore and afloat commanding officers and crews.

Candidates should possess: One of the following cooking certifications:

Certified Culinary Educator (CCE), Certified Executive Chef (CEC), or a Master Certified

Food Executive (MCFE) with three or more years experience in a culinary education/cooking environment with prior military experience a plus.

Special requirements:
Instructor demonstrations for lab/knife skills.

Send Resume to:
Sandy Mason
P.O. Box 88-6786
Building 2B, Room 170
Great Lakes, IL 60088

Or e-mail:
samason@greatlakes.fscj.edu

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Position Title: Elder Protective Service Worker

Job Number: 374EO

Division: Senior Services and Health Care

Department: South Suburban Senior Services

Area Number: 1262

Salary Range: Salary dependent on Education and Experience

Grade: 16

Hours: Full Time

Resume Deadline: June 29, 2010

Basic Functions:

Provides casework services to elderly individuals and their families following Illinois Department of Aging and Area Agency on Aging Elder Abuse program standards and reporting procedures for investigation, intervention and protective services offered to victims of abuse, neglect and exploitation. Assessment and case notes will utilize the ESIS (Elderly Service Information System) and/or IDOA client forms generating program, both of which will be on a lap top computer. Case Manager must be able to carry the laptop and printer or use a carrying cart. Position requires current driver's license and agency required auto insurance. Must be able to use filing cabinets. Must be able to assess elevator and non-elevator building(s) on a regular basis. If on-call, must maintain availability on a 24/7 basis by phone or pager.

Education and Experience Preferred:

MA/MS/MSW. 3 years relevant experience. LCSW/LSW. Certification by IDOA. Intermediate level of keyboarding. Intermediate level of word processing.

Minimum:

BA/BS/BSW. 5 years relevant experience. Special training and certification by IDOA. Keyboarding and Word Processing.

Contact Information

Contact Name: Justine Osun

Contact Address: 15300 S. Lexington Ave.
Harvey, IL 60426

Telephone: No Phone Calls Please

Fax: 1-708-596-9567

E-mail: josun@catholiccharities.net

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

New jobs: (4)

English Teacher

Greenheart Travel

<http://www.idealists.org/en/job/382050-178>

Chicago, Illinois, United States

Salary: starting at \$24,000 annually plus free accommodation and flight allowance

Project Directors – Policy Team

The New Teacher Project

<http://www.idealists.org/en/job/382248-146>

Chicago, Illinois, United States

Salary: \$80,000

Program Manager & Operations Support Coordinator

Public Allies Chicago

<http://www.idealists.org/en/job/381842-248>

Chicago, Illinois, United States

Salary:

Program Manager

Public Allies Chicago

<http://www.idealists.org/en/job/381840-181>

Chicago, Illinois, United States

Clinical Aide

Facility: West Suburban Medical Center, Oak Park, IL

Department: Transportation

Schedule: Casual

Shift: Weekends

Hours: 2pm until 8pm

Job Details:

Provides transportation services of patients and ancillary equipment to and from the Cardiology department. Preferably 1 year of experience in Clinical Aide. High school diploma is preferred.

To apply go to www.reshealth.org

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Cook

Facility: West Suburban Medical Center, Oak Park, IL

Department: Food & Nutrition Services

Schedule: Casual

Shift: Rotation

Hours: 5:30 am - 7:00 pm

Job Details: Experience is preferred

This position must be able to perform a variety of functions and tasks pertinent to the production, service, and distribution of foods to patients, employees, and catered services at the specified times. Position will maintain high quality standards in all aspects of production and service. Illinois Department of Public Health Food Service Sanitation Certification required, City of Chicago certification required for all facilities located in Chicago. Certifications should be secured within six (6) months of hire. 1 -3 years experience preferred.

To apply go to www.reshealth.org

REG/Food Service Worker

Facility: Saints Mary and Elizabeth Medical Center, Chicago, IL

Department: Food & Nutrition Services

Schedule: Registry

Shift: Day/PM rotation

Hours: 6-2:30PM or 4:00-8PM

Contact Information: Address: 2233 West Division Street, Chicago, IL 60622 Chicago, IL 60622

Job Details: Under the direction and guidance of the Food Service Supervisor or Manager, the Food Service Worker performs a variety of functions and tasks pertinent to the production, service, sanitation, and distribution of food to both patients and employees. A Food Service Worker may work in various areas of the department patient trayline, dish room, pot wash, cafeteria, cashier, feeding and formula preparation, catering, etc. Prior knowledge of sanitation principles in large-scale food production and asset. Prior cooking/food service experience preferred. Certification Food Service Sanitation certificate an asset.

To apply go to www.reshealth.org

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------	----------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------

Subject: SUMMER HELP WANTED - OIL SPILL LABOR

If you know anyone who is looking for a job.

**SUMMER HELP WANTED
TEMPORARY WORKERS FOR GULF COAST OIL SPILL NEEDED IMMEDIATELY**

Shamrock Environmental Corporation (Shamrock) has been contracted to provide support personnel to assist with the oil spill clean-up throughout the Gulf Coast. Areas where work may be performed are Louisiana, Mississippi, Alabama and Florida. All workers will require

OSHA 40 hour Hazardous Waste Operator Training (WE WILL PROVIDE). Successful completion of a physical and drug screen also required. Each applicant must be 18 years of age or older. The hours will vary but expect LOTS of overtime.

RATE OF PAY: \$13.00/hour straight time \$19.50/hour overtime (after 40 hours/week)

PER DIEM: \$26.00/day for meals LODGING: Provided Work may include, but is not limited to, manual labor associated with removing crude oil from impacted beaches, rocks, boom, or any other items that have come in contact with the oil. Technicians may be required to operate pressure washers, mops, rakes, shovels or a variety of other hand tools or small pieces of equipment while wearing proper protective gear.

Work Environment may include working on or near water, in marshland, beach and estuary locations in hot and humid conditions day or night.

Work is available IMMEDIATELY for safety conscious workers. Transportation to the Gulf Coast will be provided.

The HR Group has been contracted to conduct this recruitment.

*Applications MUST be completed at <http://shamrockenviro.iapplicants.com/>

NO PHONE CALLS

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Job Title: Clinical Pharmacist

Agency: Human Services

Closing Date/Time: Wed. 06/09/10 5:00 PM Central Time

Salary: \$5,945.00 - \$8,913.00 monthly

Job Type: Full-Time

Location: Kane County, Illinois

Number of Vacancies: 1

Plan/BU: RC063

Bid ID#: 10-89-OCAPS-09-2010

Minimum Requirements:

Requires knowledge, skill and mental development equivalent to completion of an accredited five year College of Pharmacy including formal training in clinical pharmacy practice or completion of the American Society of Hospital Pharmacist Introduction to Clinical Pharmacy; requires registration as a Pharmacist in the State of Illinois; requires one year professional experience as a registered practicing pharmacist.

WORK HOURS: 8:00am – 4:00pm Monday – Friday

WORK LOCATION: OCAPS, Elgin Mental Health Center 750 South State St., Elgin

WHERE TO APPLY:

DHS – Bureau of Employee Services

Attn: Sonia Magallon 100 South Grand Avenue East, 3rd floor Springfield, IL 62762

Phone: 217-524-2993 Fax: 217-524-3385

CURRENT STATE EMPLOYEES MUST SUBMIT A CMS100 APPLICATION AND BID FORM. ALSO SUBMIT A COPY OF CURRENT GRADE IF THIS TITLE REPRESENTS A PROMOTION. IF YOU DO NOT HAVE A PROMOTIONAL GRADE AND THIS TITLE REPRESENTS A PROMOTION FOR YOU, THEN YOU MUST ALSO SUBMIT A CMS100B PROMOTIONAL APP TO CMS EXAMINING DURING THE POSTING PERIOD. NON-STATE EMPLOYEES MUST FOLLOW THE APPLICATION PROCEDURES BELOW.

How to Apply:

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).

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Job Title: Corrections Leisure Activities Specialist I

Agency: Corrections

Closing Date/Time: Tue. 06/15/10 4:00 PM Central Time

Salary: \$3,608.00 - \$5,133.00 monthly

Job Type: Full-Time

Location: Kane County, Illinois

Number of Vacancies: 2

Plan/BU: RC062

Bid ID#: IDJJ-27-15-10-0010 &

POSITION NUMBER: 09811-27-15-250-10-01

Minimum Requirements:

Requires knowledge and mental development equivalent to completion of four years of college, with a bachelor's degree in leisure studies, recreation, physical education, art education, fine arts, studio arts, graphics, color and design, therapeutic recreation, music, theatre or speech and communications; requires working knowledge of the methods, techniques and purposes of leisure activities; requires elementary knowledge of leisure activities programs and skills development tailored to individual needs; requires working knowledge of arts and crafts instruction; requires elementary knowledge of corrections regulations, policies and proper channels of communication as applied to the leisure time programming; requires elementary knowledge of the attitudes, problems and behavior of individuals and groups in a correctional security setting.

Work Hours & Location/Agency Contact:

12N - 8P PIN: 0010 (SUNDAY & MONDAY OFF)

12N - 8P PIN: 0398 (FRIDAY & SATURDAY OFF)

IDJJ/IYC-ST. CHARLES 3825 CAMPTON HILLS ROAD ST. CHARLES, IL 60175
(630) 584-0506 X 508

BILLIE GRIFFIN, HUMAN RESOURCES REPRESENTATIVE

How to Apply:

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).

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Job Title: Office Associate - Opt 2 - Chief of Security's Office (Option 2 – Typing)

Agency: Corrections

Closing Date/Time: Tue. 06/15/10 4:00 PM Central Time

Salary: \$2,801.00 - \$3,713.00 monthly

Job Type: Full-Time

Location: Kane County, Illinois

Number of Vacancies: 1

Plan/BU: RC014

Bid ID#: IDJJ-27-15-10-0070

POSITION NUMBER: 30015-27-15-310-00-01

Minimum Requirements:

Require knowledge, skill and mental development equivalent to completion of high school and two years of office experience; requires extensive knowledge of office practices, procedures and programs.; requires extensive knowledge of composition, grammar, spelling; punctuation, working knowledge, basic mathematics; requiring elementary knowledge of agent programs rules and regulations; requires the ability to type accurately at 45wpm.

Work Hours & Location/Agency Contact:

8:00AM - 4:00PM (SATURDAY & SUNDAY OFF)

IDJJ-IYC-ST. CHARLES
3825 CAMPTON HILLS ROAD
ST. CHARLES, IL 60175-7500
(630) 584-0506 X508

BILLIE GRIFFIN, HUMAN RESOURCE REPRESENTATIVE

How to Apply:

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).

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Job Title: Recreation Leader (Hayes Park) South Region (Part-Time)

Application Period: 05/31/2010 - 06/14/2010

2010 Wages: \$11.47 per hour

DUTIES: Assists in planning, scheduling and conducting tournaments and leagues. Supervises recreation activities and functions as an official where necessary. Spots for tumbling and gymnastics, performs demonstrations and leads small groups in drills and agility exercises. Supervises unorganized play and athletic activity at Chicago Park District facilities and encourages and enforces standards. Issues, collects and maintains recreational equipment supplied for public use. Assists the regular staff in conducting simple arts, crafts, music, physical and other recreational activities. Assists in the operation of game rooms and day camp activities.

MINIMUM QUALIFICATIONS: Graduation from high school or an equivalent certification (GED) is required but may be waived for seasonal employees that are deferred through special hiring programs.

Any vacancy posted is pending Budget approval. *Resumes must be submitted at the time of application. Selection will be based on information provided on the application form and documents submitted with the application form. Names of qualified applicants will be placed on an employment list. Being on an employment list is not an offer or guarantee of employment with the Chicago Park District. An employment list is merely a statement of eligibility. Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process. Residency in the City of Chicago is required of all employees. Proof of residency will be required at the time of employment.

To apply for any of our job opportunities, download an employment application at www.chicagoparkdistrict.com and submit the completed application to:

Chicago Park District
Department of Human Resources
541 N. Fairbanks
Chicago, Illinois 60611

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------	----------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------

Job Title Summer Work - Entry Level - Sales

Company Vector Marketing

Job Type Seasonal Full-time Seasonal Part-time

Hours Varies

Pay Type: Hourly

Wages: To Be Determined

Location: Chicago

Chicago, IL 60652

Vector Marketing is a North American firm established in 1981. We have full-time and some part-time summer work opportunities for college students, recent high school graduates, individuals needing extra income and others.

Representatives market Cutco products through a low key one-on-one approach. These entry level customer sales and service positions offer a number of unique advantages:

- Excellent pay
- Flexible schedules
- Training provided – no experience necessary
- Valuable resume experience
- All majors welcome
- Opportunity to advance

FOR IMMEDIATE CONSIDERATION, APPLY NOW @ WWW.SNAGAJOB.COM

Additional Info:

Minimum Age:
17+ years old

Additional

- Ages 17+
- Able to start immediately
- Pay Rate: \$16.00

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Job Title Cocktail Server

Company Dave & Buster's
Job Type Full-time Part-time
Hours Varies
Pay Type: Hourly
Location: 1030 N. Clark Street
Chicago, IL 60610

Cocktail Servers interact directly with our guests and create the perfect environment with their fast, friendly service.

Essential Job Duties and Responsibilities:

- Our outgoing Cocktail Staff is responsible for our guests' experience while providing food and beverage sales and service in Billiards, Shuffleboard, Midway, and Special Events.
- These employees must possess a strong knowledge of Dave and Buster's dining and beverage menu.
- Cocktails are responsible for their station set up before and after their shifts.
- Each Cocktail is responsible for all sales on their keys and their sidework at the end of their shift.
- Performs similar job related duties as assigned.

Physical and Environmental Conditions:

Must be friendly and able to smile a lot while working days, nights, and/or weekends as required. Ability to work in noisy, fast paced environment with distracting conditions. Ability to move about facility and stand for long periods of time. Employee must bend and stoop while serving customers.

EOE

Additional Info
Minimum Age
18+ years old

Additional

- Restaurant and/or bar experience preferred but not required.
- Skill in effectively communicating with guests in order to generate enthusiasm about the Dave and Buster's experience.

To apply go to www.snagajob.com

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Administration/Support Staff | Data Services Coordinator

Department: Membership

1 Full Time Position (35 hours/week)

Job Duties

Responsibilities include:

- Entering member applications and reconciling payments daily into the database based on a schedule (an average of 200 member applications per week)
- Supporting Raiser's Edge (donor database) users within the department and resolving member-related database issues; writing, running and exporting queries as needed
- Producing daily and/or weekly membership statistic reports and completing other database projects as necessary
- Identifying needs for information within the Department
- Assisting Customer Service team as needed by answering member phone lines and assisting members at the membership desk
- Special projects as assigned by Data Services Supervisor and Membership Manager

Qualifications

- HS diploma required; college degree preferred
- Two to three year's experience in a non-profit strongly desired
- Candidate must have a minimum of two years' experience in Raisers' Edge data entry and report/query production. Candidate must have experience in database development and maintenance.
- Candidate must be proficient with multiple computer platforms and operating systems, communication software and Internet applications (Web browsers, FTP, POP mail programs)
- Proficiency in MicroSoft Word, Excel, PowerPoint and Access required
- Candidate must have strong analytical and problem-solving skills, excellent English verbal communication and writing skills
- Candidate must be able to work professionally and efficiently in a fast-paced team environment with minimum supervision Candidate must be available to work occasional weekends and some holidays; please note that blackout periods exist where time off can not be scheduled

The Field Museum accepts applications on-line. To apply for this position, please complete the on-line application at www.fieldmuseum.org

No phone calls please.

The Field Museum is an Equal Opportunity Employer.

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Superintendent of Transportation

Location: Evanston

Office: Revenue Services

Department: Bus Operations

Job Description:

Under the direction of the Division Manager or designate, responsible for direct supervision of all Transportation Section employees and providing safe, reliable, courteous, and efficient service to the public in our service area. Oversees all Transportation operations and functions, implementing, monitoring and enforcing Pace rules, policies, procedures and programs. Supervises and gives work assignments to Dispatcher/Supervisors. Oversees all Bus Operators, administering discipline and referring to Safety as needed. Handles reviews for operators and dispatcher/supervisors. Oversees all transportation attendance, issuing discipline and terminations as needed; updates and issues missout and absenteeism watch lists. Interviews and hires bus operators and dispatcher/supervisors. Conducts investigations with the assistance of the Division Manager as required. Responsible for working through all transportation-related grievances. Coordinates Run Pick changes and information with Planning, assembles the Run Picks and conducts them in timely accordance with the CBA. Handles complaints, reviewing operators, coaching and disciplining as needed and closes out the complaints in the system. Oversees implementation and shutdown of the out-stationing operation. Works with Maintenance Superintendent to coordinate maintenance needs related to Transportation. Analyzes unscheduled overtime results and run pick hours. Handles many additional duties as assigned or required.

Qualifications:

Qualified candidate must have a minimum of 5 years experience in transit operation management involving labor relations, discipline of employees, complaints, incident investigation, must be familiar with Pace Safety/Training and Maintenance procedures. Computer experience with emphasis on Microsoft Windows applications. Must be available 24 hours a day, 7 days a week, and be able to maintain complete confidentiality. Some college preferred but not required. Must have or be able to obtain a valid Class B Commercial Driver's license with Passenger and Air Brake endorsements and DOT certification. This is a safety sensitive position. Qualified candidates must have a good work history.

To apply go to www.pacebus.com

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Part-time Bus Operators

Location: Melrose Park

Office: Revenue Services

Department: Bus Operations

Job Description:

Transports passengers on a pre-determined route and assists with route and fare information as well as boarding and deboarding bus.

Monitors farebox to ascertain correct fare has been deposited, dispenses and collects transfers.

Files a defect card daily, noting mechanical and body defects on vehicle.

Reports to dispatcher via radio any route detours, or whenever passengers might require assistance of police, medical or other services.

Records farebox readings and special passenger counts as required. Maintains daily work sheet and completes accident/incident reports when necessary. Other duties assigned or required.

NOTE: This is a bargained for position (Union) and is in accordance with the Collective Bargaining Agreement.

Qualifications:

Must be at least 21 years of age, and be able to obtain a valid class "B" Illinois Commercial Drivers license. Must have a good work history and a record of safe driving (5 years).

Must successfully pass a training and route familiarization program. Excellent oral and written communication skills are required.

Must be able to work long hours, split shifts and weekends.

To apply go to www.pacebus.com

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Paralegal

Location: Arlington Heights
Office: Office of Executive Director
Department: General Counsel

Job Description:

Under the direction of the General Counsel, secures and retains non procurement contracts, agreements, Inter-governmental Agreements, Memorandum of Understanding, and the like, from all Pace departments.

Analyzes the terms and conditions of such contracts and agreements to ensure compliance with appropriate company policies, state, and federal laws. Communicates non procurement contract policy and practice to departments across Pace.

Ensures contract review of non procurement contracts, participates in renegotiations, and secures approval and execution in accordance with the directions of the General Counsel.

Keeps a company wide calendar for such non procurement contracts and agreements with contract information including pending termination and critical dates.

Prepares and administers, with the input of the affected departments, routine correspondence and contract documentation.

Assists staff attorneys in litigation matters as assigned. Assists the General Counsel in matters involving the Illinois Freedom of Information Act.

Performs other duties as assigned.

Qualifications:

Qualified candidate will be highly organized and able to read, analyze and interpret contracts and agreements, government rules and regulations and statutes; strong analytical and communication skills required.

Bachelor's degree preferred and paralegal certificate required. Work is primarily performed in an office setting but travel may be necessary as required.

To apply go to www.pacebus.com

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Job Title Crew Member

Company Boston Market
Job Type Full-time Part-time
Hours Varies
Pay Type: Hourly
Wages: Competitive
Location: 1562 North Wells
Chicago, IL 60614

Benefits include:

- Medical, prescription, vision, and dental plans
- Flexible spending account plans (FSA) - (Only available for Hourly Shift Managers)
- Basic life
- Short-term disability and long-term disability coverage
- Flexible work schedules and reasonable hours

Want to learn more about the excellent benefits that we have to offer, [Click Here!](#)

Passionate people. Remarkable service. Even better food. We know our employees are the most important ingredient in Boston Market's success. That's why we recruit the best and provide training, support and recognition. We appreciate our employees because we know they're the reason our guests have more time for something good.

Boston Market currently has immediate opportunities available for Crew Members. This is a full- or part-time position. Actual openings vary, visit store for exact openings. Our crew members work as part of a team that provides excellent service and high-quality food in a clean, friendly and fun atmosphere. As a back-of-house team member, you'll prepare recipes, cook food and keep the store clean. As a front-of-house team member, you'll make sandwiches, cut chicken, carve turkey/ham, keep the store clean, serve guests and ring up orders. Not all positions are open at all times. We will train you!

Boston Market Corporation is an equal opportunity employer. Qualified applicants are considered for all positions without regard to race, color, religion, national origin, age, disability, gender, sexual orientation, marital status or veteran status.

To apply go to www.snagajob.com

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Job Title: STUDENT INTERN

Department: Philanthropy

Shift: 1st

Full/Part: Type 4 (Temporary)

Specialty: Philanthropy

Job Number: 2010-2565

Responsibilities will include:

- * Updating alumni information with the data information coordinator
- * Coordinating alumni volunteer engagement including mentors, host program volunteers, career advisors, and guest lecturers
- * Preparing lists and mailings related to alumni events
- * Responding to inquiries for information from volunteers, alumni, and Rush University staff
- * Drafting alumni and donor correspondence and communications
- * Tracking responses, sending reminders to guests, and ensuring attendance records are accurate;
- * Other duties as assigned by the department members or as the need arises

Qualifications

The successful applicant will possess the following:

- * Self-motivation;
- * A detail-oriented work style and an interest in expanding volunteer management, fundraising and special events skills;
- * Strong working knowledge of Microsoft Office and a willingness to learn basic database functions of BSR Advance, the office donor and alumni database system.
- * The ability to effectively communicate with internal staff and external volunteers, especially on the phone and via email;
- * Attention to detail is essential as is the willingness to work as an integral member of a team.

Ideally candidate will be available 20-25 hours per week with hours to be fulfilled between 8:30 am and 5:00 pm, Monday through Friday, with some evening hours for meetings and events. Exact schedule will be determined upon hire.

Interested candidates should submit a resume and letter of interest to:

Kathryn Risor-Heise
Director of Development and Alumni Relations
Office of Philanthropy
Rush University Medical Center
Kathryn_Risor-Heise@rush.edu

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Job Title: SOCIAL WORKER FELLOW

Department: Clinical Psychology

Shift: 1st

Full/Part: Type 1 (72-80 Hrs)

Specialty: Psychology

Job Number: 2010-2571

Job Description:

Principal Duties and Responsibilities:

- * Fellows will receive didactic training in gerontology, the provision of evidence-based psychotherapy for older adults, and issues related to treatment with minority elders along with clinical supervision for psychotherapy with project participants.
- * Fellows will provide evidence-based psychotherapy with older adults, and contribute to clinical case management in collaboration with Project Coordinators.
- * Fellows will participate in research data collection, analysis and manuscript preparation.
- * Discuss team recommendations with participants, facilitate referrals
- * Fellows will attend all BRIGHTEN team and Advisory Board meetings.
- * Attend evidence-based psychotherapy training with Clinical Director.

Qualifications:

- * Preferred (Spanish/English)
- * Masters Degree in Social Work
- * LSW required

Skills and abilities:

- * Must have insight and understanding of presentation of various types of mental health in ethnically and culturally diverse older adults, engagement skills.

Prior experience required:

- * MSW in clinical social work with some experience and/or training in working with older adults are required.

Personal qualities:

Highly organized, flexible, work well with interdisciplinary teams.

Travel:

Travel to participating clinics in immediate Chicago area.

To apply go to www.rush.edu and click on to work at rush

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Job Title Sales Associate

Company Sears, Roebuck & Co.
Job Type Full-time Part-time
Hours Not Specified
Pay Type: Hourly
Location: 1900 W. LAWRENCE AVENUE
Chicago, IL 60640

Job Description:

Responsible for selling and servicing customers.

Must be willing and able to handle customer issues that may arise on the sales floor.

The associate will spend all of their time on the sales floor within in one or more departments.

This individual will maintain knowledge of Sears products and use this knowledge to assist customers.

Commission earnings available.

Required:

- Strong selling and customer service skills
- Strong drive for results
- Knowledge of products and services offered
- Excellent communication skills
- Ability to stand and walk for long periods of time

Start your application process today by applying online at www.snagajob.com

Additional Info:

Minimum Age-16+ years old

State Representative La Shawn K. Ford www.lashawnford.com	Chicago Office 5104 W. Chicago Ave Chicago, IL 60651 Phone: 773-378-5902	Oak Park Office 816 S. Oak Park Avenue Oak Park, IL 60304 Phone: 708-445-3673	Springfield Office 247-E Stratton Building Springfield, IL 62706 Phone: 217-782-5962
----------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Job Title Sales Associate

Company Toys"R"Us

Job Type Full-time Part-time

Hours Varies

Pay Type: Hourly

Wages: To be discussed

Location: 3330 N. Western Ave.
Chicago, IL 60618

Toys"R"Us locations across the country are seeking full-time and part-time Sales Associate candidates who are passionate about excellence, achievement and results.

Successful candidates will receive one of the most competitive benefit packages in the retail industry. Benefits will vary depending upon position and length of employment. Here is what sets Toys"R"Us apart from other retailers:

- Optional Medical Dental Insurance (contributions are pre-tax)
- 401(k) Savings Plan (with company match)
- Associate Discount (on most merchandise at Toys"R"Us & Babies"R"Us)
- A FUN Work Environment (that inspires you to learn and advance)
- Comprehensive Training Programs (and much, much more!)

With nearly 60 years in the toy business and stores in 32 countries around the world, Toys"R"Us is one of the leading specialty toy retailers in the world. You just have to watch a child's face light up when they see the Toys"R"Us logo to recognize the power of the Toys"R"Us brand. Currently, we sell merchandise through more than 1,400 stores, including nearly 600 stores in the U.S. and almost 650 international toy stores, including licensed and franchised stores, as well as through our website at www.toysrus.com.

We are an equal opportunity employer, dedicated to promoting a culturally diverse workforce.

**Please note that we accept applications for this position on an on-going basis in order to build a talent pool of potential candidates. When a position becomes available, we will review applicants at that time. Due to the high volume of applications we receive, only those candidates selected for interviews will be contacted. Thank you for your interest in Toys"R"Us, Inc.

Additional Info: Minimum Age
16+ years old

To apply go to www.snagajob.com