



**State Representative La Shawn K. Ford**

# DAILY JOB LISTINGS

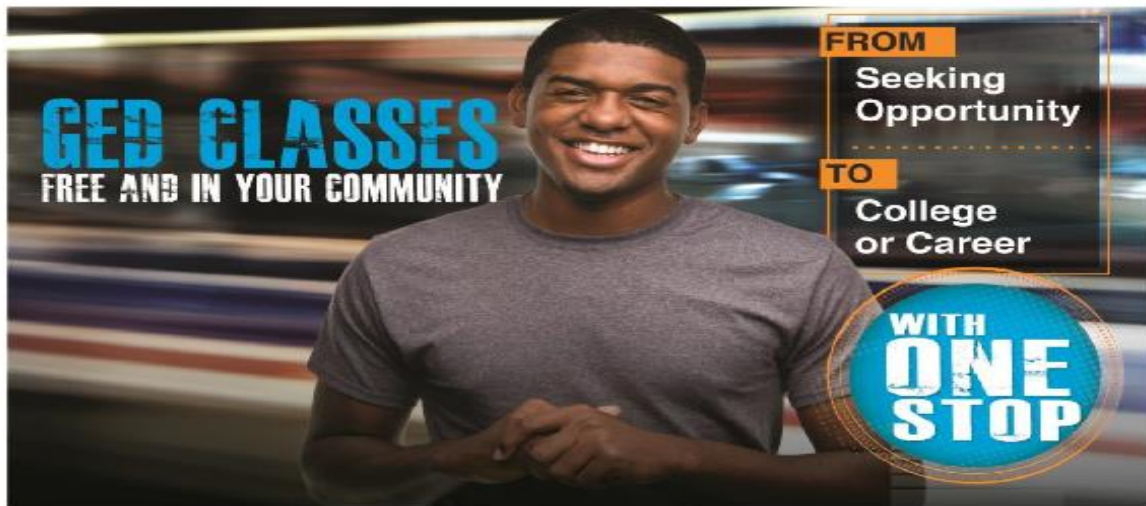


**4800 W Chicago Ave,  
Chicago, IL 60651  
TEL: 773-378-5902  
FAX: 773-378-5903**

**Oak Park Office  
816 S Oak Park Ave, Suite A  
Oak Park, IL 60304  
TEL: 708-445-FORD (3673)**

**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



**Testing & Registration Information:**

Testing and registration is required to attend all Adult Education classes. Applicants 18 years or older are welcome to test and register using one of the following forms of identification and residency verification: ( students ages 16 or 17 must also submit a release letter from the last school attended prior to testing and registration)

- ◊ Valid State of Illinois ID;
  - ◊ Valid Driver's License; or
  - ◊ Matricula Consular ID
- If the ID is not current, you will also need to show one of the following:*
- ◊ Current Voter's Registration Card;
  - ◊ Current Public Aid Card;
  - ◊ Current Medical Card; or

**Living Word Christian Center**  
6266 W. North Avenue  
773-622-5701

**Testing & Registration**  
Monday, August 8<sup>th</sup> @ 6:00 pm  
Monday, August 15<sup>th</sup> @ 6:00 pm

**Classes Begin: Monday, August 22<sup>nd</sup>**  
Mondays & Wednesdays  
6:00 pm to 9:00 pm

**ATTENDANCE POLICY**

Students who are absent the first three days of the session will be dropped (NSW).  
Students who are absent for five consecutive days at any time during the session will be administratively withdrawn (ADW) on the sixth day.  
Orientation will be conducted during the first two days of class. Your attendance is mandatory.

Questions: Don't hesitate to contact Malcolm X College Adult Education Department at (312) 850-7300



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08/19/2016



## Chicago Career Fair

Thursday, September 22, 2016

11:00 AM to 2:00 PM

**Holiday Inn Rolling Meadows/Schaumburg  
3405 Algonquin Road  
Rolling Meadows, IL 60008**

Thursday, October 20, 2016

11:00 AM to 2:00 PM

**Holiday Inn Chicago/Oak Brook  
17 W 350 22nd St  
Oakbrook Terrace, IL 60181**

What to bring... Bring plenty of resumes, as you'll be giving them directly to hiring managers at each company. If you have a multi-page resume, make sure your name and contact information are on each page. Be organized and bring supplies you might need i.e. pens, paper, business cards, etc. How long should you spend at the job fair... You can spend as little or as long as you want at the show. Plan to spend one hour at the event. You should be able to speak with at least ten company representatives or more in this time. What do I do at the job fair? Walk up to each company, introduce yourself, shake their hand, give them a resume and ask what positions they are looking for

For more information and to register, visit [www.choicecareerfairs.com](http://www.choicecareerfairs.com)

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08/19/2016



## COST UNIT LEADER

### FEDERAL EMERGENCY MANAGEMENT AGENCY

#### [Agency Contact Information](#)

- MANY vacancies - Location Negotiable After Selection, United States

#### **Duties**

In this position, you will review and process financial documents through the agency's management and accounting systems for the acquisition of goods, services, applicant grants to ensure correct coding, justification, accuracy and authority for approval. Typical assignments include:

- Ensures that all funding actions are reviewed, approved and processed in conformance with FEMA Office of CFO Guidance, Standard Operating Procedures, Agency Policy and Federal accounting and appropriation law principles and standards

#### Contact

Christina Meissinger

Phone: 540-686-3194

TDD: 800-877-8339

Email: [christina.meissinger@fema.dhs.gov](mailto:christina.meissinger@fema.dhs.gov)

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## IT Specialist (SYSADMIN/INFOSEC), GS-2210-12/13 (DEU-JH)

### BUREAU OF RECLAMATION

#### Agency Contact Information

Few vacancies in the following location:

- Location Negotiable After Selection, United States

#### Duties

-Provide guidance, recommend new Information Technology (IT) technology directions, and develop the governing technical standards for all of the Department of Interior (DOI) as it relates to computer client configurations.

Provide technical approval to all changes and technical direction related to the DOI client configuration infrastructure. As a member of the Client Change Advisory Board (CAB), oversees the System Center Configuration Manager (SCCM) implementation of all 17 Active Directory (AD) Domains in the DOI.NET AD Forest. Make technical recommendations to senior DOI IT management as to selection of technology to meet mission critical needs.

#### Contact

HR Service Center

Phone: [303-445-2684](tel:303-445-2684)

Email: [codo@usbr.gov](mailto:codo@usbr.gov)

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## Claims Assistant

### VETERANS BENEFITS ADMINISTRATION

#### [Agency Contact Information](#)

2 vacancies in the following location:

- Chicago, IL

#### Duties

As a Claims Assistant for the Veteran Benefits Administration you will:

- Works as a member of the Intake Processing Center Team in the Veterans Service Center.
- Incumbent serves as the primary contact for the veteran, his representative or advocate for compensation and pension claims.
- Explains veteran benefit programs and entitlement criteria to veterans, dependents and others. Screens initial claims for benefits.

#### Contact

Charles H. Battle

Phone: (313)596-7214

Email: [CHARLES.BATTLE@VA.GOV](mailto:CHARLES.BATTLE@VA.GOV)

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## Electrician

### U.S. ARMY CORPS OF ENGINEERS

#### [Agency Contact Information](#)

1 vacancy in the following location:

- Granite City, IL

#### **Duties**

Serves as electrician at a large navigation lock and dam site on the Mississippi River. As such, is responsible for operation, maintenance and repair of all electrical equipment and systems at assigned installation(s) utilizing voltages up to and including 4160 volts. Implements and maintains a program of scheduled inspections, test operations, preventive maintenance and repair/replacement of electrical and interlocking navigation lock and dam equipment and controls.

#### **Contact**

Central Resume Processing Center

Email: [USARMY.APG.CHRA-NE.MBX.APPLICANTHELP@MAIL.MIL](mailto:USARMY.APG.CHRA-NE.MBX.APPLICANTHELP@MAIL.MIL)

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# Grant Management Specialist (Mitigation)

## FEDERAL EMERGENCY MANAGEMENT AGENCY

### Agency Contact Information

1 vacancy in the following location:

- Chicago, IL

### Duties

*In this position, you will the primary purpose of this position is to serve as an experienced Grants Management Specialist performing work that involves implementing and managing Hazard Mitigation Assistance (HMA) grant programs and providing related technical assistance and services.*

### . Contact

Kenyett Nicholson

Phone: [202-212-1692](tel:202-212-1692)

TDD: 800-877-8339

Email: [Kenyett.Nicholson@fema.dhs.gov](mailto:Kenyett.Nicholson@fema.dhs.gov)

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## Loan Assistant/Loan Specialist (Agricultural)

### FARM SERVICE AGENCY

#### [Agency Contact Information](#)

- 1 vacancy - Morris, IL
- 1 vacancy - Oregon, IL

### Duties

There are two positions in Illinois. Selectees will assist the Farm Loan Manager in administering farm loan programs in a USDA Service Center serving one or more Counties in the State of Illinois. Positions will be located in Oregon, Ogle County, Illinois, and Morris, Grundy County, Illinois.

### Contact

Cassandra Hayes  
Phone: [816-823-2274](tel:816-823-2274)  
TDD: (800)735-2966  
Email: [cassandra.hayes@kcc.usda.gov](mailto:cassandra.hayes@kcc.usda.gov)

08/19/2016



# COMMUNITY PLANNER/LANDSCAPE ARCHITECT/ARCHITECT/CIVIL OR INDUSTRIAL ENGINEER

## NAVAL FACILITIES ENGINEERING COMMAND

### Agency Contact Information

- Great Lakes Naval Training Center, IL

### Duties

- Providing planning support during engineering design to ensure project meets operational requirements.
- Analyzing information using planning systems and automated databases to identify issues with facility planning projects.
- Providing lifecycle planning recommendations for construction, demolition, energy, maintenance and facilities development projects.

### Contact

DON Employment Info Center EIC

Phone: [\(800\)378-4559](tel:8003784559)

TDD: 858-577-5723

Email: [DONEIC@NAVY.MIL](mailto:DONEIC@NAVY.MIL)

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# Food Inspector

## FOOD SAFETY AND INSPECTION SERVICE

### [Agency Contact Information](#)

many vacancies in the following locations:

- Hillsdale, IL
  - Marengo, IL
  - Momence, IL
  - Monmouth, IL
  - Mount Morris, IL
- [More Locations \(28\)](#)

### **Duties**

Entry-level Food Inspector positions filled through this job announcement work in slaughter plants.

### **Contact**

Amanda Lingenfelter  
Phone: [612-659-7043](tel:612-659-7043)  
TDD: 800-877-8339  
Email: [Amanda.Lingenfelter@fsis.usda.gov](mailto:Amanda.Lingenfelter@fsis.usda.gov)

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## PROGRAM ASSISTANT

### BUREAU OF NAVAL PERSONNEL

#### [Agency Contact Information](#)

1 vacancy in the following location:

- Great Lakes, IL

#### Duties

#### Duties Include:

- Responding to telephone inquiries generated by local newspaper, direct mail and other media advertisements in support of recruiting objectives.
- Interviewing and evaluating telephone callers to assess qualifications and interest in joining the Navy or Navy Reserve.

#### Contact

DON Employment Info Center EIC

Phone: [\(800\)378-4559](tel:8003784559)

TDD: 858-577-5723

Email: [DONEIC@NAVY.MIL](mailto:DONEIC@NAVY.MIL)

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## Health Technician (Ophthalmology)

VETERANS AFFAIRS, VETERANS HEALTH ADMINISTRATION

### Agency Contact Information

1 vacancy in the following location:

- Joliet, IL

### Duties

This position is located in the Surgery Service division at the Joliet VA Medical Center, in Joliet, IL.

The Health Technician (Ophthalmology) is a member of the Ophthalmology team and provides assistance the Ophthalmologist and other team members in the Ophthalmology Clinic in the clinic, you will assist the attending Physician in caring for the ophthalmology patient.

### Contact

VHA Nationwide DEU

Phone: [\(844\)456-5208](tel:8444565208)

Email: [CAVHS.DEU@VA.GOV](mailto:CAVHS.DEU@VA.GOV)

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## Social Scientist (Recent Graduate)

### U.S. ARMY CORPS OF ENGINEERS

#### [Agency Contact Information](#)

Few vacancies in the following location:

- Champaign, IL

#### Duties

As a Social Scientist (Recent Graduate), you will serve in a developmental role under close supervision of a team leader and/or supervisor. Some of your duties will include, but are not limited to:

- Conducting research in support of sociocultural/human geography projects, to include literature reviews, use of statistical models and software tools; collecting, compiling, and analyzing structured and unstructured data; analyzing data using mixed methods; and identifying relevant authoritative data and web service tools.

Central Resume Processing Center

Email: [USARMY.APG.CHRA-NE.MBX.APPLICANTHELP@MAIL.MIL](mailto:USARMY.APG.CHRA-NE.MBX.APPLICANTHELP@MAIL.MIL)

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## Budget Analyst

### OFFICE OF THE CHIEF FINANCIAL OFFICER

#### [Agency Contact Information](#)

Few vacancies in the following locations:

- Chicago, IL

#### **Duties**

This is an entry level developmental position designed to equip the incumbent with the knowledge and skills to perform at the target Budget Analyst GS-12 position.

As a GS -7 Budget Analyst, through developmental assignments and under close supervision and guidance

#### **Contact**

Carol Lammering

Phone: [\(816\)823-1678](tel:(816)823-1678)

Email: [CAROLYN.LAMMERING@GSA.GOV](mailto:CAROLYN.LAMMERING@GSA.GOV)

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08/19/2016



## Student Trainee (OA)

### DEFENSE INFORMATION SYSTEMS AGENCY

#### Agency Contact Information

1 vacancy in the following location:

- Scott AFB, IL

#### Duties

As a participant in the Pathways Internship Program, you will receive both formal and on-the-job training to develop the required knowledge and skill to successfully perform the duties of the position.

#### Contact

Michael Herald

Phone: [\(317\)212-0815](tel:(317)212-0815)

Email: [MICHAEL.J.HERALD4.CIV@MAIL.MIL](mailto:MICHAEL.J.HERALD4.CIV@MAIL.MIL)

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## Program Support Assistant (OA)

### AGRICULTURAL RESEARCH SERVICE

#### [Agency Contact Information](#)

- 1 vacancy - Peoria, IL

#### Duties

##### Major Duties may include, but are not limited to:

- Participates in the annual Resource Management Plan process by assisting in developing and executing the annual budget, e.g. developing financial plans, monitoring spending, preparing financial reports, tracking and providing information on costs, and reviewing for consistency, accuracy, and procedural/reporting requirements.

#### Contact

Bridget Crowley

Phone: [703-995-9625](tel:703-995-9625)

TDD: 202-855-1234

Email: [bcrowley@yrci.com](mailto:bcrowley@yrci.com)

08/19/2016



## Division Supervisor

### FEDERAL EMERGENCY MANAGEMENT AGENCY

#### Agency Contact Information

Many vacancies in the following location:

- Location Negotiable After Selection, United States

#### Duties

As a **Division Supervisor** in FEMA's Reservist Program, you will be responsible for:

- Serving as the primary Federal contact with the county and local emergency managers, and with State/Tribal partners
- Participating in the incident action planning process when requested

#### Contact

Meghan Blair

Phone: [540-686-3048](tel:540-686-3048)

TDD: 800-877-8339

Email: [meghan.blair@fema.dhs.gov](mailto:meghan.blair@fema.dhs.gov)

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## Mediator

### FEDERAL MEDIATION AND CONCILIATION SERVICE

#### Agency Contact Information

2 vacancies in the following location:

- Chicago, IL

#### Duties

As a Mediator you will be responsible for promoting the development of sound and stable labor-management relationships by advocating the practice of collective bargaining, mediation and arbitration. You will also be responsible for fostering the establishment and maintenance of constructive joint processes to improve labor-management relationships and preventing or minimizing work stoppages through the use of mediation

#### Contact

Matthew Karlin

Email: [FMCSRecruit@fmcs.gov](mailto:FMCSRecruit@fmcs.gov)

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# Workplace Services Program Manager

## OFFICE OF ADMINISTRATIVE SERVICES

### Agency Contact Information

- FEW vacancies - GSA - US Locations, United States

Work Schedule is Full-time - Permanent

### Duties

As a Workplace Services Program Manager, your duties will include:

- Assisting in developing and executing workplace services requirements and solutions for GSA-occupied space within the Washington, DC and GSA Regional offices.
- Providing leadership, expert assistance, and authoritative advice on interpretation of policies, regulations, and laws governing workplace management and related services.

### Contact

Candice Schlicht

Phone: [816-823-1471](tel:816-823-1471)

TDD: 800-735-2966

Email: [candice.schlicht@gsa.gov](mailto:candice.schlicht@gsa.gov)

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# Training Instructor

## TRANSPORTATION SECURITY ADMINISTRATION

### Duties

This Training Instructor position is located in the National Explosives Detection Canine Team Programs (NEDCTP) Branch, Threat Assessment Division, Office of Security Operations (OSO) Transportation Security Administration (TSA), Department of Homeland Security (DHS).

### Contact

HR Help Desk

Phone: [877-872-7990](tel:877-872-7990)

TDD: 877-872-7992

Email: [Helpdesk@mailserver-hraccess.tsa.dhs.gov](mailto:Helpdesk@mailserver-hraccess.tsa.dhs.gov)

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## **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.



## What is the CTA Second Chance Program?

The CTA Second Chance Program is an initiative offered in conjunction with the City of Chicago and social service agencies throughout the city. Working closely with the Department of Family and Support Services, hard-to-place individuals are given an opportunity to obtain full-time employment and training which may enable a start of a long-term, meaningful career.

### How to apply

Jobseekers need to actively participate in one of the 13 designated agencies' work readiness programs. The CTA Second Chance program is in regular communication with the agencies listed below. The agencies' top participants are referred to CTA for the bus servicer and rail car servicer Second Chance positions.

## [Click Here For the 13 Designated Agencies](#)

### What are the eligibility requirements and qualifications?

- Job seekers interested in participating must:
  - Reside within the City of Chicago
  - Be 18 years or older
  - Participate in 8-10 weeks of Job Readiness Training and obtain a certificate of completion from one of the 13 referring agencies.
- Second Chance participants that are referred are required to be released from the following:
  - House arrest (wearing metal band/bracelet)
  - Drug/alcohol program (i.e. Methadone treatment)
  - Work release center
  -

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**How many Second Chance positions are available?**

Up to 265 Second Chance participants may be employed by CTA in one calendar year. Start and end dates per Second Chance participant are on a rolling basis.

**How long does the program last?**

Based on job performance and attendance, a participant may serve for 12 months or more.

**How much does the program pay?**

Participants are paid at a rate of \$10.00 per hour and may work up to 40 hours per week. Pay checks are issued on a bi-weekly pay period.

**How is a participant selected?**

As positions become available, CTA contacts the referring agencies. Referring agencies recommend applicants who they have screened and who have successfully completed the job readiness program.

**Once the referring agency recommends an applicant, what happens?**

- Applicants are fingerprinted for background processing.
- Applicants complete a medical review.
- If the applicant passes background and medical what are the next steps?
  - Orientation/pre-hire
  - Applicants attend a new employee orientation thoroughly outlining program guidelines, eligibility requirements, job functions, placements, and Union participation.
  - Completion of all hiring documentation and application inserts
  - Training

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- Participants are required to complete a (paid) safety training prior to reporting to assigned work location.
- The overall performance and attendance/tardiness of each apprentice is scored.
- Supervisors and apprentices are required to review the scoring of the evaluations, solicit feedback and address any questions or concerns.
- Agencies provide individual case management on each apprentice and maintain periodic contact.

**What happens when the participant successfully completes the program?**

- Participants in good standing receive a certificate of completion and letter of reference from CTA.
- Providing there are no additional arrests or convictions on the participant's record, the Second Chance program participant is encouraged to apply for CTA vacancies.

**Who can you call if you have questions?**

If you still have questions about this program, you can contact the CTA Second Chance Hotline

- 312-681-2293.

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## **10 REASONS TO CONSIDER JOINING THE ARMED FORCES**

Whether you are considering the military out of a sense of Patriotism or duty, for action and adventure, or for a steady job in a depressed economy, there is something for everyone. Here are 10 reasons the military may be a good fit for you.



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1. Patriotism, defending our nation, and a sense of duty. Military service is a time-honored way to serve others first. Walter Reuther is quoted as saying, “There is no greater calling than to serve your fellow men. There is no greater contribution than to help the weak. There is no greater satisfaction than to have done it well.” (Source). This quote sums up what it means to serve. When you join the military, you learn the true meaning of service.

2. Jobs in a down economy. The US has experienced a difficult economy over the last few years, including high levels of unemployment, rising costs, and the outsourcing of many jobs. If you are looking for employment, consider the military, which continues to offer jobs for those who are qualified medically and academically, and who do not have an extensive criminal record.

3. Pay and benefits. A new second lieutenant starts at over \$36,000 a year plus full benefits, not including added monthly allowances of up to \$3,000, depending on where he or she is stationed. An enlisted person starts at around \$20,000 a year plus full benefits, not including added monthly allowances of up to \$1,500 depending on where he or she is stationed. Enlistment and re-enlistment bonuses can be over \$20,000. After serving only 3 years, some nuclear trained enlisted members in the Navy receive bonuses of \$90,000 for re-enlisting. Student loans can be relieved by up to \$65,000. The military is also one of the few places where you can get a full pension after serving 20 years or more. Military can reach 50-75% of the average of your final three years base salary. In some instances, you can receive more than 75% of your base pay in retirement.

4. Full medical coverage for you and your family. Military members are immediately eligible for full health care benefits for themselves and their immediate family members as soon as they enter

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the service, and if you stay through until retirement, you and your family can take these benefits with you when you leave the military. These health benefits extend to immediate family (e.g. spouses and children, and sometimes dependent parents). You may also be eligible for temporary military healthcare benefits after you leave the service.

5. Skills and training. The military provides advanced technical training in a variety of career fields and also offers opportunities for additional training when you are off-duty. Many military members are able to attend college that is often paid for by tuition assistance. You can use your training opportunities to advance within your career field, earn certifications or degrees, or prepare yourself to transition back into civilian life.

6. Leadership opportunities. Military leadership is a great way to get your resume for your next career. If you were to hire someone, would you want to hire someone with proven skills and experience and a degree, or someone right out of high school/college? Give me the experienced professional any day of the week! (More tips for creating your post-military resume).

7. Travel opportunities and vacation time. The military has installations all around the world and pays for you and your family to get there and back. Your off duty time is yours and you are free to travel and see the world. The military gives you 30 days of paid leave per year, not including weekends and federal holidays, depending on your job.

### Benefits after Leaving the Service

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8. Education opportunities after you leave the military. The new GI Bill pays veterans who served at least 36 months a monthly living stipend and full tuition to pay for college, after they leave the military. Depending on how long the service member commits, this GI Bill can be transferred to spouses and children.

9. Buy a home with no money down with a VA Loan. The Veterans Affairs office offers veterans a way to purchase a home with no money down through the VA Loan. This makes it easier to purchase a home while you are serving, or after you have left the service.

10. A military retirement is worth millions. An officer with 20 years of service, who earns over \$100,000 per year, could retire with a pension of over \$48,000 per year for life in his or her 40's and start a second career. Imagine earning over \$4000 per month for the rest of one's life, starting at age 42. This equates to an accumulative pay of \$480,000, \$960,000, \$1.4 million in 10, 20, and 30 years, respectively, in addition to having full health care coverage and an income from a second job, if desired. (Oh, and those numbers don't account for annual cost of living adjustments which increase your monthly pension).

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