

GET THAT JOB IN 2012

BROUGHT TO YOU BY:



**YOUTH (16-24)
JOB LEAD PACKET**

April 6, 2012

GET THAT JOB IN 2012: FOR YOUTH 16-24

APRIL 6, 2012



Levy Restaurant (Lincoln Park Zoo) Job Fair. Tuesday, April 24th. 3pm – 6pm @ Café Brauer - 2021 N. Stockton Dr, Chicago, IL 60614. Hiring Bartenders, Servers, Runners, Cashiers, Vendors, Cooks, Food Preparers, and Maintenance Staff. Levy Restaurants, the food & beverage provider for the Lincoln Park Zoo, is looking for friendly & hardworking people to join our team! Bring a resume and be prepared to complete an application.

Discovery Clothing Company is now hiring Store Security for 12 locations. Store Security is primarily responsible for protecting the company assets by identifying and preventing losses from both internal and external sources. Additional responsibilities will be assigned by the management team. Must have strong customer service skills, the ability to work well with others, a strong work ethic and a high level of professionalism. Must be able to work nights and weekends. Apply at the following Chicagoland locations: 3348 W Belmont, 4630 W. Diversey, 7145 W. Cermak, 8105 S. Cicero Ave., 7548 N. Western, 5139 S. Pulaski, 4723 N. Pulaski, 2510 W. Cermak. You may also apply at a suburban location: 6336 W. 95th Street - Oak Lawn, 15645 S. LaGrange - Orland Park, 367 S. Weber Road - Romeoville, 4455 N. Harlem Ave. – Norridge

M Burger (Water Tower Place) is hiring team Members. We're looking for some energetic, high-energy individuals to join our team as Cooks, Cashiers, and Shake Technicians. We cross-train our employees so experience is a plus but not required. Part-time AM and PM shifts are available. Any fast casual experience is a plus - not required. Apply in person at our Water Tower location Monday through Friday between 9 - 11 AM or 2 - 7 PM. We're located at 835 N. Michigan Avenue, Chicago, IL.

Brunswick Bowling Centers is hiring for the following positions in Homewood: Cafe Attendant, Banquet Server, Banquet Captain, and Birthday Party Coordinator. For more information visit them online at <https://www.brunswickcareers.apply2jobs.com>

Event Network, Inc. is seeking Sales Associates (PT/Seasonal) for **The Museum of Science & Industry**. They are searching for candidates that are able to entertain and create a store environment that is fun and exciting for our customers and other team members. Experience with cash-handling and customer service experience a plus. Must have a flexible schedule and be able to work weekends/evenings/holidays. To apply e-mail your resume (as an attachment) and cover letter (as in-message text) with "Sales Associate - The Museum of Science & Industry" to enChicagoCareers@eventnetwork.com

Event Network is seeking Café Sales Associates to join our Food Operations team at the Skydeck located at Willis Tower. Position requires a minimum of 6 months of continuous experience in restaurant service with high volume or quick serve. Candidates must be able to provide optimal guest service ensuring that guest needs are met in a timely manner and that all areas within restaurant are maintained to the highest cleanliness standards. Must have open availability including nights, weekends, and holidays.

Native Foods Cafe is hiring Cashiers, Servers, and Food Runners. Native Foods Cafe, the nation's premiere, fast-casual vegan/vegetarian restaurant concept, is rapidly expanding in Chicago. Apply in person Monday, April 9th 8am – 10am @ 1023 W. Belmont Ave. Chicago, IL 60657 or 3pm – 5pm @ 218 S. Clark St. Chicago, IL 60604

Bed Bath & Beyond "Management" Career Fair. Wednesday, April 18th. 9am – 5pm @ 9650 S. Ridgeland Ave. Chicago Ridge, IL 60415. We are now hiring and training the Managers who will become our Stores Managers and District Managers in the near future. Successful candidates with retail management experience - Department Manager, Store Manager, District Manager or any level in

GET THAT JOB IN 2012: FOR YOUTH 16-24

APRIL 6, 2012



between - will be given the opportunity for unlimited advancement via our 'promote from within' program.

Demand Staffing Group is hiring Forklift Drivers for a site in Park Forest, IL. 1st shift, \$10/HR. Apply in person with an ID and social security card Monday – Friday, 9am – 3pm @ 6244 S. Archer Rd, Summit, IL 60501

Pearson is look for hundreds of college graduates to read and score essays on a temporary basis at our Chicago scoring Center. Paid training will begin at the end of March for these six to eight week scoring sessions. Successful employees may be asked to work additional projects. Day (8:00am – 4:30pm) and evening (6:00pm – 10:00pm) shifts available. The pay is \$13/hour. Must have a Bachelor's degree and US work authorization.

To apply go to www.flexiblescoring-reg.pearson.com

Gate Gourmet is hiring Dishwashers, Cooks, Food Preparers, and Pantry Stockers for a site near O'Hare Airport (CTA Accessible). Apply online @ www.gategourmet.com

American Food & Vending Co (Hodgkins, IL) is looking for a Food Service/Preparer Worker. This is a full-time, Monday – Friday position. Must submit to a drug screen and background check. Please send a resume or cover letter with your experience and contact information to: mmclore@afvusa.com or fax to 315-457-9103.

The Apartment People, Chicago's premier apartment rental agency, is looking for a friendly, detail oriented client services representative/receptionist in our Lakeview office. Must have a professional attitude and appearance, excellent computer/phone skills, some college and at least 3 years of reception experience. Weekends required and real estate and or marketing experience a huge plus!. We offer a competitive hourly salary, great work environment, and the opportunity to join a solid Chicago company with more than 25 years of experience. Please email resume to careers@apartmentpeople.com Subject: Client Services/ Reception

Event Network, Inc. is seeking Sales Associates (PT/Seasonal) for **The Museum of Science & Industry**. They are searching for candidates that are able to entertain and create a store environment that is fun and exciting for our customers and other team members. Experience with cash-handling and customer service experience a plus. Must have a flexible schedule and be able to work weekends/evenings/holidays. To apply e-mail your resume (as an attachment) and cover letter (as in-message text) with "Sales Associate - The Museum of Science & Industry" to enChicagoCareers@eventnetwork.com

Loris Gifts (Oak Lawn, IL) is seeking a Sales Associate for a gift shop. This opportunity will be mostly evenings and weekends - some holidays and weekday may be included. Must have 1 year of retail experience. To apply e-mail your resume to jobs@lorisgifts.com WITH "STORE 226" IN THE SUBJECT LINE

Pottery Barn Kids is hiring Sales Associates and Stock Associates. For Sales Associates: Experience in interior design or visual merchandising a plus! For Stock Associates: Must be able to lift 75+ lbs. with proper assistance. Apply in person @ 68 Oakbrook Center Oak Brook, IL 60523

The Limited is looking for dedicated, fashion forward Managers!!! Must have 1 year of retail experience and a proven ability to drive sales.

If you have a passion for fashion go to www.thelimited.com/careers and apply today!!

Select ALL other store positions and find the store you would like to submit your application & resume

GET THAT JOB IN 2012: FOR YOUTH 16-24

APRIL 6, 2012



i.c.stars|* is now hiring for the next cycle of paid technology interns - scheduled to begin in May 2012. No technology background required. We are a non-profit organization in Chicago for adults with at least a high school diploma or GED. Using project-based learning and full immersion teaching, i.c. stars provides an opportunity for change-driven, future leaders to develop skills in business, leadership and technology. The program begins with a sixteen-week internship that immerses participants into the technology sphere. Skills gained during the training period include .NET & Java programming, Open Source Web Development, business plan writing, internet marketing and database administration. Upon successful completion of the internship/training period, graduates have the tools to apply for and secure office and technology positions in the Chicagoland area with the assistance of i.c.stars|* strong brand and track record (click here for a list of our employers). During this 'residency' period, i.c.stars participants pursue their associate's degree. Graduates of the entire two year experience earn on average over \$50K/year. Interested in Applying or Want to Learn More? Visit www.icstars.org/applynow and complete a profile on our website. You will then be able to sign up for one of our upcoming information sessions.



City of Chicago

STUDENT INTERN - PAID

Job Number:

PQI_Spring12_SI

For more information or to apply, log on at www.cityofchicago.org/careers

DUTIES: Assigned duties specific to the operational needs of the operating department in which internship is performed. Perform various administrative functions to support program activities; compile and tabulate statistical data and research and collect information for inclusion in studies and reports; research and draft policy proposals; use various software packages to type documents, create spreadsheets and maintain databases; provide general information regarding programs and services to the public; review and process applications for programs and services and explain program requirements to applicants; maintain records and prepare work activity reports; perform various office clerical functions; participate in the organization, set-up and administration of special events and program activities; and perform related duties as required.

QUALIFICATIONS: Must be a student in good academic standing currently enrolled in a nationally or regionally accredited college, university or law school OR a student in good academic standing currently enrolled in a regionally or nationally accredited business or data processing/information technology school, in an AA, BA, MA or JD degree program. Must have a minimum cumulative grade point average of 2.5 on a 4.0 grading scale or a 3.5 on a 5.0 grading scale.

NOTE: At the time of application, you must attach a current transcript (or letter of acceptance if first term freshman or first term graduate student) and resume for your application to be considered complete. You will be required to provide a current letter of enrollment verification from the school's registrar/dean confirming enrollment (or National Student Clearinghouse Proof of Enrollment Certificate) at the time of hire. You must be enrolled in school (with the exception of academic breaks) throughout your internship if you are selected.

NOTE: To be considered for this position you must provide information about your educational background and your work experience. **You must include job titles, dates of employment, and specific job duties.** (If you are a current City employee, Acting Up cannot be considered.) If you fail to provide this information at the time you submit your application, it will be incomplete and you will not be considered for this position. There are three ways to

provide the information: 1) you may attach a resume; 2) you may paste a resume; or 3) you can complete the online resume fields.

RESIDENCY REQUIREMENT: Interns must live within City of Chicago limits during their work assignment. Proof of residency will be required at the time of employment.

APPLICATION PERIOD: April 1, 2012 through May 1, 2012

ELIGIBILITY PERIOD: Candidates who successfully completed the application process will be considered for any Student Internship opportunities that become available from May 15, 2012 through August 15, 2012.

2011 SALARY: Freshman/Sophomore= \$8.25 / hour, Junior/Senior =\$8.50 / hour, Grad Student =\$9.50 / hour

NOTE: Only applicants who submit all the required documents (current transcript & resume) AND hit the "Submit" button at the end of the online application will have a complete application and will be considered for a position. Employment applications lacking the required documentation will not be considered.

Evaluation: Your initial evaluation will be based on information provided on the application form and documents submitted with the application. Applications must be submitted by the individual applicant. No second party applications will be accepted.

If you are disabled and require a reasonable accommodation to file your application, please contact the City of Chicago, Department of Human Resources at 312-744-4976, TTY: 312-744-5035. You may be required to provide information regarding your request.

ALL REFERENCES TO POLITICAL SPONSORSHIP OR RECOMMENDATION MUST BE OMITTED FROM ANY AND ALL APPLICATION MATERIALS SUBMITTED FOR CITY EMPLOYMENT.

Job Posting: 2012-Apr-01 |

Closing Date (Period for Applying) - External
: 2012-May-01

Bargaining Unit: 00 |

Starting Pay Rate: TBD



City of Chicago

PUBLIC SERVICE INTERN — UNPAID

Job Number:

PQI_Spring12_PSI

For more information or to apply, log on at www.cityofchicago.org/careers

DUTIES: Assigned duties are specific to the operational needs of the operating department where internship is performed. Perform various administrative functions to support program activities; compile, tabulate and analyze statistical data; research and collect information for inclusion in studies and reports; research and draft policy documents; use various software packages to type documents, create spreadsheets and maintain databases; provide general information, explain program requirements to applicants and review and process applications for programs and services; maintain records and prepare work activity reports; perform various office clerical functions; participate in the organization, set-up and administration of special events and program activities; and perform related duties as required.

QUALIFICATIONS: Must be a current college level junior, senior or graduate/law school student in good academic standing, enrolled in a nationally or regionally accredited college, university or law school in an BA, MA, or JD degree program with a minimum cumulative grade point average of 2.5 on a 4.0 grading scale or a 3.5 on a 5.0 grading scale.

NOTE: At the time of application, you must attach a current transcript (or letter of acceptance if first term graduate student) and resume for your application to be considered complete. You will be required to provide a current letter of enrollment verification from the school's registrar/dean confirming enrollment (or National Student Clearinghouse Proof of Enrollment Certificate) at the time of hire. You must be enrolled in school (with the exception of academic breaks) throughout your internship if you are selected.

NOTE: To be considered for this position you must provide information about your educational background and your work experience. You must include job titles, dates of employment, and specific job duties. (If you are a current City employee, Acting Up cannot be considered.) If you fail to provide this information at the time you submit your application, it will be incomplete and you will not be considered for this position. There are three ways to provide the information: 1) you may attach a

resume; 2) you may paste a resume; or 3) you can complete the online resume fields.

RESIDENCY REQUIREMENT: City of Chicago residency is **NOT** required.

2012 SALARY: Unpaid program. Internship may be used to satisfy academic credit requirements.

APPLICATION PERIOD: April 1, 2012 through May 1, 2012.

ELIGIBILITY PERIOD: Candidates who have successfully completed the application process will be considered for Public Service Internship opportunities that become available from May 15, 2012 through August 15, 2012.

NOTE: Only applicants who submit all the required documents (current transcript & resume) AND hit the "Submit" button at the end of the online application process will have a complete application and will be considered for a position. Employment applications lacking the required documentation will not be considered.

Evaluation: Your initial evaluation will be based on information provided on the application form and documents submitted with the application. Applications must be submitted by the individual applicant. No second party applications will be accepted.

If you are disabled and require a reasonable accommodation to file your application, please contact the City of Chicago, Department of Human Resources at 312-744-4976, TTY: 312-744-5035. You may be required to provide information regarding your request.

ALL REFERENCES TO POLITICAL SPONSORSHIP OR RECOMMENDATION MUST BE OMITTED FROM ANY AND ALL APPLICATION MATERIALS SUBMITTED FOR CITY EMPLOYMENT.

Job Posting: 2012-Apr-01 |
Closing Date (Period for Applying) - External
: 2012-May-01
Bargaining Unit: 00 |
Starting Pay Rate: UNPAID



LABORER - APPRENTICE

Job Number: 232284

For more information or to apply, log on at www.cityofchicago.org/careers

Department: Water Management

Total Vacancies: 75

- 35 Career Service Construction Laborers
- 40 Seasonal Construction Laborers

The City of Chicago has partnered with the Water Pipe Extension, Bureau of Engineering Laborers' Local 1092 to establish a training program that combines 360 hours of classroom training and instruction with 3,800 hours of paid on-the-job training (OJT) and work experience. Positions attend classroom instruction through the Chicagoland Laborers Training and Apprentice Center, and are not paid by the City for the hours of classroom instruction. Upon successful completion of the training program, positions are awarded a certificate of completion of the Laborers' Training Program by LiUNA Local Union 1092. A subcommittee of representatives from Local 1092 and city departments overseeing the training program will certify the completion of all program requirements for each position.

Under immediate supervision, receives on the job training and is assigned tasks that will increase his/her knowledge and skills of construction laborer duties. Performs unskilled physically demanding labor at construction, maintenance, and repair project sites of public facilities or in the public way including streets and roadways, water distribution structures, sewer/drainage structures, bridges, and viaducts, and performs related duties as required.

ESSENTIAL DUTIES

- Complete 360 hour formal training program of classroom instruction
- Complete 3,800 hours of paid on-the-job training (OJT) under the guidance and direction of a Construction Laborer
- Learn how to safely prepare work sites, digging and backfilling trenches and tunnel and shaft excavations
- Learn how to safely remove dirt and clear obstructions from around work areas (e.g. catch basins, valve basins, water and electrical vaults, manholes)
- Learn how to safely set braces and shoring equipment and drive sheeting to support the sides of excavations and prevent cave-ins
- Learn how to safely dismantle concrete and masonry retaining and bearing walls
- Learn how to safely operate and maintain pneumatic tools (e.g. jack hammers, concrete/pavement breakers, sandblasters, clay spades) in the performance of tasks including breaking out old pavement, curbs and gutters

- Learn how to safely use hand tools (e.g. shovels, picks, sledgehammers) in the performance of tasks including removing rock in underground tunnels
- Apply knowledge obtained through classroom instruction including safety procedures and practices for trenching and excavation; pipelaying; concrete placement and mason tending
- Apply skills obtained through classroom instruction including the safe and proper use of pneumatic tools; the building and dismantling of scaffolds; and the safe and proper operation of various construction equipment
- Assist Construction Laborers in performance of laborer tasks including loading and unloading materials and equipment from trucks; lifting and placing materials (e.g. pipes, valves, castings) into trenches using pipe sticks, ropes and dollies, and setting up barricades, safety cones, and street plates around work sites
- Assist skilled trades workers in readying and supplying needed tools, equipment and materials

NOTE: The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.

Location: Bureau of Operations and Distribution

Days Off: Varies

Shift: Varies

Hours: Varies

New hires will be paid the following:

- \$21.12/Hour for the first 1040 hours worked (60% of full rate)
- \$24.64/Hour for the second 1040 hours worked (70% of full time rate)
- \$28.16/Hour for the third 1040 hours worked (80% of full time rate)
- \$31.68/Hour for the fourth 1040 hours worked (90% of full time rate)
- \$35.20/Hour thereafter (100% full time rate)

35 positions will be in the Career Service.

40 positions will be SEASONAL.



LABORER - APPRENTICE , Cont.

QUALIFICATIONS

Willingness and ability to perform the job duties. Must be at least 18 years of age at the time of application.

WORKING CONDITIONS

- Exposure to outdoor weather conditions
- Exposure to loud noise, fumes or dust, oily or wet environment
- Exposure to hazardous conditions (e.g. construction sites, heavy machinery)
- Work performed above or below ground level
- Work performed using scaffolds and ladders

PHYSICAL REQUIREMENTS

- Heavy lifting (up to 100 pounds) is required
- Ability to stand and walk for extended or continuous periods of time
- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Ability to operate applicable hand tools, power tools, and equipment
- Ability to access difficult to enter spaces (e.g. trenches, tunnels, cramped quarters)

NOTE: Successful candidates must pass a drug screen, background investigation, physical and required pre-employment exams.

NOTE: This position requires candidate(s) to complete a Willing and Able questionnaire. Candidate(s) who affirmatively answer the Willing and Able questionnaire will be evaluated for further consideration.

NOTE: You must provide valid proof of age at time of processing.

VETERANS PREFERENCE NOTE: The City of Chicago offers Veterans Preference to both current, active military personnel AND military personnel who have served in the Armed Forces of the United States and have received an honorable or general discharge. Eligible candidates must have at least six months of active duty documented. In order to receive the veterans preference, candidates need to indicate whether or not they are a veteran by answering "yes" or "no" to the question on the online application that asks, "Are you currently serving on active duty for at least six

months in the Armed Forces of the United States OR have you served in the Armed Forces of the United States on active duty for at least six months and received an honorable or general discharge?" In addition, you must attach documentation to verify your military service. For veterans, you must attach a copy of your DD214 to your online application which includes character of service status OR a letter from the United States Veterans Administration on official stationery stating dates of service and character of service. For active military personnel, you must attach a letter from your Commanding Officer on official stationery verifying your active duty, length of service, and character of service in the Armed Forces of the United States AND a copy of your military ID to your online application. Failure to answer the question and attach the required documentation will result in you not being considered for the Veterans Preference.

Evaluation: Your initial evaluation will be based on information provided on the application form and documents submitted with the application. Applications must be submitted by the individual applicant. No second party applications will be accepted.

Residency Requirement: An employee must be an actual resident of the City of Chicago. Proof of residency will be required at the time of employment.

If you are disabled and require a reasonable accommodation to file your application, please contact the City of Chicago, Department of Human Resources at 312-744-4976, TTY: 312-744-5035. You will be required to provide information regarding your request.

ALL REFERENCES TO POLITICAL SPONSORSHIP OR RECOMMENDATION MUST BE OMITTED FROM ANY AND ALL APPLICATION MATERIALS SUBMITTED FOR CITY EMPLOYMENT

Job Posting

: 2012-Mar-30 |

Closing Date (Period for Applying) - External

: 2012-Apr-13

Bargaining Unit

: 53 |

Starting Pay Rate

: \$21.12 / Hourly

GET THAT JOB IN 2012: FOR YOUTH 16-24
APRIL 6, 2012



INTERNSHIP

BeMoved® Dance Fitness

Address: 500 W. Superior St

Location: Chicago, IL

May Work Remotely

Application Deadline: No Deadline

Positions: 2 Part-Time, Paid

Timeframe: 03/13/12 - ? (*Dates Flexible*)

Description:

APPLICANTS MUST LIVE IN IL.

BeMoved, LLC is seeking a part-time Social Media Assistant (with potential to grow into full time) within our organization.

This candidate will be working mostly from their home office, with occasional weekly or by-monthly visits to our downtown home office. Your initial tasks will be as follows: Managing and overseeing ALL Social media venues. To bring creative recommendations to our attention for launching new marketing strategies focused on developing our company's social networking, media reach, and product recognition. At this time, BeMoved will allot a maximum of seven (7) hours per week. BeMoved does not provide any medical, dental coverage or employee benefit plans.

Responsibilities:

Researches, analyzes, and monitors technological, and demographic factors so that market opportunities may be capitalized on and the effects of competitive activity may be minimized.

Daily social posts, responses, updates and announcements.

Requirements:

- Submit your Resume to **Esther@BeMoved-Dance.com**
- Provide links to 3or more social networking profiles to demonstrate interest and knowledge
- Possess skills in writing, presentation, interpersonal relations, and customer management
 - MUST LIVE IN ILLINOIS
 - Interpersonal skills
 - Initiative
 - Stress Tolerance

Charming CHARLIE

Sales Associate-Charmer 14225 95th Ave., Orland Park, IL

SUMMARY: The Charmer manages the day-to-day operations of the retail sales store. A Charmer upholds the C H A R M E R Service Model!

- C – Customers are the #1 Priority
- H – Have a plan!
- A – Attitude is everything!
- R – Recover your zone!
- M – Model!

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Other duties may be assigned.
- Maintaining a selling environment focused on customer service.
- Set and achieve personal sales goals while supporting the goals of the team
- Executing internal and external marketing and visual merchandising initiatives to achieve Charming CHARLIE objectives.
- Adherence to all retail policies and procedures.
- Greet customers in a timely, professional and engaging manner.
- Work as a team player to ensure each customer receives the best service possible.
- Perform daily department maintenance tasks including stock work, re-merchandising, display, price markdowns, merchandise transfers and light cleaning.

QUALIFICATIONS:

- Minimum 1 year experience at a specialty retail store
- Proven ability to set and achieve sales goals
- Ability to positively and proactively handle customer concerns and prioritize multiple tasks in a fast-paced environment
- Ability to quickly learn new procedures and processes
- Excellent communication and interpersonal skills
- Sincere desire to work with a diverse customer, selling apparel and jewelry
- Retail experience preferred.
- Ability to effectively maneuver around sales floor and stockroom, repetitive bending, prolonged standing, twisting, stooping, squatting, climbing. Lift and carry up to 50 pounds.

EDUCATION and EXPERIENCE:

- Previous sales experience in a high volume/unit fashion retail environment is preferred.
- Part-time / Ability to work a flexible schedule to meet the needs of the business, which will require evening and weekend shifts.
- Having a personality and attitude that creates an environment where people enjoy coming to shop every day.

For more information and to apply go to
<http://charmingcharlie.com/>

GET THAT JOB IN 2012: FOR YOUTH 16-24
APRIL 6, 2012



**SPORTS
AUTHORITY**

MATTESON, IL (4832 WEST 211TH STREET)

Job Description

Accountabilities

Drive a high rate of sales productivity, average transaction, extended coverage plan sales and excellent customer service/customer satisfaction scores. Demonstrate strong interpersonal skills, product knowledge, selling techniques, and maintaining sales floor presentation and visual standards.

Sales Authority (Sales Associate)

Responsibilities

- Effectively advise and sell to customers by understanding their goals, asking appropriate questions to determine their needs, helping find the right product for them, and suggesting additional products
- Actively utilize effective selling behaviors. Embody the Sports Authority Service Competencies: Engaging, Competitive, Professional, Persuasive, and have a Passion for Sports
- Develop deep knowledge of features and benefits of products
- Understand and be knowledgeable of how to handle customer complaints

Recover and Assist with Merchandising

- Maintain sales floor presentation and visual standards
- Support the Merch & Visual and the Ops & Customer Service Teams
- Be familiar with the daily advertising and promotions to accurately inform the customer. Sell merchandise at company established prices.
- Other responsibilities, as assigned

Pre-Requisites

- 0-1 year of experience in a retail selling environment
- Ability to work well and manage duties under pressure
- Ability to interact comfortable, enthusiastically and professionally while advising customers on specific equipment, products and merchandise
- Sports enthusiast preferred

Customer Services Associate/Cashier

Responsibilities

- In a friendly and engaging manor, greet customers entering the store
- Efficiently and Effectively Assist Customers through Check-Out and Returns
- Ensure a high level of customer satisfaction, accuracy, efficiency, and compliance to Sports Authority standards through the check-out and returns process
- Answer store phones courteously and within three rings.
- Possess sales skills necessary to sell add-on merchandise and service plans
- Advise Customers
- Other responsibilities as assigned

For more information and to apply go to
www.sportsauthority.com

GET THAT JOB IN 2012: FOR YOUTH 16-24

APRIL 6, 2012



AMC Theaters

Usher

As an usher at AMC® you'll clean and maintain the auditoriums, restrooms and lobbies while controlling access to the theatre and the auditoriums. That's right. You get the legendary task of tearing tickets. You'll also assist guests by providing direction and answering questions. We'll even help you with the answers.

Right this way to your soon-to-be responsibilities:

- Make certain guest service is friendly, helpful and fast
- Maintain facilities that are clean, safe and in good repair
- Provide an experience that is comfortable, distraction-free and picture-perfect
- Control access to theatre by greeting, directing guests and tearing tickets
- Enforce ratings to keep underage guests from accessing auditoriums with adult content
- Monitor auditoriums for picture/sound quality, temperature, lighting and guest behavior
- Create a constant presence inside and outside auditoriums to deter any disruptive conduct
- Assist with crowd control and seating of guests in auditoriums
- Clean lobbies, restrooms, auditoriums and all exterior and common areas of theatre
- Change marquees, auditorium, lobby signage and poster cases
- Answer questions from guests and resolve any concerns
- Assist with other functions as instructed by the General Manager
- Uphold AMC's high standards and deliver entertaining company-wide programs

As an usher at an AMC theatre, you'll also be required to demonstrate:

- Proficient guest service, administrative and follow-up skills
- Comfortable communication and cooperation with guests, supervisors, peers, subordinates, vendors or partners
- Standing, walking, lifting, twisting and bending on a frequent basis
- Ability to present a calm demeanor that deters people from engaging in disruptive conduct while encouraging positive interaction with guests

For more information and to apply go to www.amctheatres.com/careers/

GET THAT JOB IN 2012: FOR YOUTH 16-24
APRIL 6, 2012



AMC Theaters

Supervisor

As Supervisor at AMC® you'll assist the management team to make sure the theatre runs smoothly so that every single guest enjoys the show. You'll be the not-so secret to our success.

Let's take a look at your soon-to-be responsibilities:

- Make certain guest service is friendly, helpful and fast
- Maintain facilities that are clean, safe and in good repair
- Provide an experience that is comfortable, distraction-free and picture-perfect
- Serve fresh, appetizing and properly prepared food and beverages
- Assist with other functions as instructed by the General Manager
- Uphold AMC's high standards and deliver entertaining company-wide programs

As a Supervisor at an AMC theatre, you'll also be required to demonstrate:

- Proven supervisory experience with effective managerial and training skills
- Persuasive written and oral communication skills along with strong analytical skills
- Ability to effectively delegate and follow up with booth crew members
- Proficient guest service, administrative and follow-up skills
- Equally comfortable communicating and working with guests, supervisors, peers, subordinates, vendors or partners
- Ability to consistently meet deadlines in a timely fashion
- Standing, walking, lifting, twisting and bending on a frequent basis

At AMC, we live in a team-based culture where a take-charge approach exists at all levels. We expect that from you, too.

We also offer continuous training and development programs, highly competitive compensation with performance-driven bonuses and excellent benefits including free movie passes and health and 401(k) plans.

[For more information and to apply go to www.amctheatres.com/careers/](http://www.amctheatres.com/careers/)

GET THAT JOB IN 2012: FOR YOUTH 16-24

APRIL 6, 2012



AMC Theaters

Busser

As a Busser, you assist the food and beverage team in making sure that every single guest enjoys their experience. How so? You clear, clean, reset tables and assist wait staff. Restock food service supplies while constantly maintaining a clean and safe environment in the auditoriums, lounge and bar. Easier said than done, right?

Let's break it down into some of your soon-to-be responsibilities:

- Ensure cleanliness of the Fork & Screen auditoriums, lounge and bar.
- Assist wait staff and the bussing of tables.
- Clear and reset tables both before and after presentation.
- Maintain a clean and well stocked bus station at all times.
- Assist with crowd control and seating of guests as needed.
- Perform exit greetings at auditorium doors at the end of each presentation.
- Perform Ticket Taker duties as needed.

As a Busser at AMC, you'll need to demonstrate:

- Ability to provide superior guest service.
- Possess good verbal communication skills.
- Have a general knowledge of theatre policies, prices, menu, and bar selections.
- Ability to work with minimal supervision.
- Ability to stand on feet for an extended period of time.
- Ability to ascend and descend stairs.
- Ability to walk, lift, twist, bend, reach, and handle food products on a frequent basis.
- Ability to lift up to 50 pounds and move it 75 yards on a regular basis.
- Ability to communicate and work effectively with supervisors and co-workers in a high-volume setting.
- Ability to push trash carts weighing up to 50 pounds up to 250 feet.

As if working in the entertainment world wasn't enough, you're entitled to many benefits as an AMC associate including FREE movie passes, health and 401(k) plans, and an employee assistance program. If helping run a food and beverage operation, great benefits and having fun matter to you, apply today!

[For more information and to apply go to www.amctheatres.com/careers/](http://www.amctheatres.com/careers/)

GET THAT JOB IN 2012: FOR YOUTH 16-24
APRIL 6, 2012



Crew Member at the following locations

Address	City	State	Zip
9267 S. Cicero Ave.	Oak Lawn	IL	60453
8032 Calumet Ave.	Munster	IN	46321
20 Plainfield Road	Countryside	IL	60525
285 N. Naperville	Bolingbrook	IL	60440
101 W. Ogden Ave.	Westmont	IL	60559
1866 Jefferson	Joliet	IL	60436
1424-28 E 53rd	Chicago	IL	60615
13201 S. Cicero Avenue	Crestwood	IL	60445
17855 S Halsted St.	Homewood	IL	60430

Cashier: For many of our guests, the cashier is the person they will remember from Boston Market. Our guests count on them to ring up their order quickly and correctly, and to make sure that they are receiving everything they intended to receive. But THE most important thing may do to leave a **positive, lasting impression** on our guests is to smile, greet them warmly, and THANK them for coming to Boston Market.

Carver: The carver's job is to "artfully" carve up a whole chicken and take our signature product, Boston Market's rotisserie chicken, and create a masterpiece on the plate. It truly is an art form. Their skill in cutting our chicken and carving our meats, making our awesome sandwiches and salads and presenting them on the plate sets our restaurants apart from all of the other restaurants in America. Standing proud in their chef coat, they are the center of attention within a Boston Market and the one that our guests look to as "**the chef**". They are the artists responsible for delivering our art to our guests: awesome food!

As a Crew Member you get some great perks:

- **Flexible Schedule:** No late night shifts and no early morning shifts (No, really it's true)
- **Discounts of Food:** We want you to be passionate and knowledgeable about our food, so we offer hourly employees a discount on one meal per shift
- **Training:** We want to help you grow your career.
- **Pay Cards:** You no longer have to go cash a check, you get a debit card that we load each time you get paid

For more information and to apply go to www.bostonmarketjobs.com/

**GET THAT JOB IN 2012: FOR YOUTH 16-24
APRIL 6, 2012**



CAMP STAFF NEEDED FOR SUMMER CAMP 2012 AT THE CENTER

www.thecenterpalos.org

8 Weeks of Horses, Kids, Nature, Outdoor Leadership AND FUN!

WHO WE ARE:

Farm and Ranch Camp is part of The Center, a private, not-for-profit organization located in Chicago's southwest suburbs on our 78-acre working farm, where campers become immersed in our forests, fields, wetlands, barnyard, and streams. Farm Campers, grades 4-7, live in cabins in the woods behind the Main Lodge, while Ranch Campers, grades 8-9, live in a rustic log cabin at the farm. Senior Outdoor Leadership (SOL), grades 10-12, campers live in platform tents on our hilltop overlooking the farm. Delicious, wholesome meals, including ingredients grown in our own garden, are shared in the Lodge Dining Hall. We run four residential sessions and one day camp session. We offer 5 and 12 night residential sessions as well as a 5 day, daytime only, session.

WHAT WE WANT:

- Experience working with children and leading groups
- Outdoor experience
- A love of nature and a passion for teaching kids about nature and animals
- High energy during long but rewarding days -An ability to live and work in a close-knit community and with all kinds of people
- Participate in a 10-day staff training, followed by 8 weeks of camp, a commitment of June 6-August 18.

BENEFITS:

Competitive salary: Counselor: \$2500 Program Director: \$3300

Room and board

A summer in the woods and at the farm

Time off is scheduled daily

QUALIFICATIONS: Minimum counselor age: 18

Minimum Program Director Age: 21

CURRENT OPENINGS:

Male Farm Camp Counselor -- campers aged 9-12

SOL Counselor & Program Director - canoeing and outdoor living skills necessary

Ranch Camp Counselor & Program Director -- horseback riding experience required

APPLY NOW!

Contact Amy DiDominicis, Camp Director

Email interest statement and qualifications Attention Amy

Farm & Ranch Camp at The Center 12700 Southwest Hwy, Palos Park, IL 60464

(708) 361-3650 www.thecenterpalos.org

GET THAT JOB IN 2012: FOR YOUTH 16-24
APRIL 6, 2012



Assistant Store Manager

General Summary:

As a Family Dollar Assistant Store Manager you will be responsible for providing exceptional service to our customers. A key priority includes assisting the Store Manager in the daily operation of the store. Under the direction of the Store Manager, you will also be responsible for maintaining inventories, store appearance and completing daily paperwork.

Principal Duties & Responsibilities:

- Greets and assists customers in a positive, approachable manner. Answers questions and resolves customer inquiries and concerns.
- Maintains a presence in the store by providing excellent customer service.
- Ensures a clean, well-stocked store for customers.
- At the direction of the Store Manager, supervises, trains, and develops Store Team Members on Family Dollar operating practices and procedures.
- Assists in unloading all merchandise from delivery truck, organizes merchandise, and transfers merchandise from stockroom to store.
- Assists Store Manager in ordering merchandise and record keeping to include payroll, scheduling and cash register deposits and receipts.
- Supports Store Manager in loss prevention efforts.
- Assumes certain management responsibilities in absence of Store Manager.
- Follows all Company policies and procedures.

Position Requirements:

Education: Prefer completion of high school or equivalent. Ability to read, interpret and explain to others operational directives (e.g., merchandise schematics, etc).

Experience: Prefer store management experience in retail, grocery, or drug store environments.

Physical Requirements: Ability to regularly lift up to 40 lbs. (and occasionally, up to 55 lbs.) from floor level to above shoulder height; must be able to meet demands of frequent walking, standing, stooping, kneeling, climbing, pushing, pulling, and repetitive lifting, with or without reasonable accommodation.

Availability: Ability to work flexible, full-time schedule to include days, evenings, weekends and holidays.

Skills & Competencies: Customer Focus, Developing Potential, Results Driven, Strong Organizational Skills, Communication Skills, Problem Solving/Decision Making, Job Knowledge and Relationship Management.

Job Level: Team Leader

Education Level: High School Diploma/GED (±11 years)

Shift: Variable

Background Check Required: Yes

Drug Screen Required: Yes

For more information and to apply go to www.familydollar.com/pages/careers.aspx

GET THAT JOB IN 2012: FOR YOUTH 16-24
APRIL 6, 2012



Customer Service Representative

General Summary:

As a Family Dollar Customer Service Representative you will be responsible for providing exceptional service to our customers. Key priorities include greeting customers, assisting them with selection of merchandise, completing transactions, and answering questions regarding the store and merchandise.

Principle Duties & Responsibilities:

- Provides customer engagement in positive and approachable manner.
- Assists in maintaining a clean, well-stocked store for customers during their shopping experience.
- Helps in the unloading of merchandise from delivery trucks, organizes merchandise, and transports merchandise from stockroom to sales floor.
- Independently stocks shelves and recovers merchandise in the store.
- Accurately handles customer funds and processes transactions using the POS system.
- Remains constantly aware of customer activity to ensure a safe and secure shopping environment.
- Performs all other duties as assigned in order to maintain an effective and profitable store operation.

Position Requirements:

Education: Prefer completion of high school or equivalent. Ability to follow directives and interpret retail operational documents as assigned.

Experience: Prefer experience working in retail, hotel, restaurant, grocery, or drug store environments.

Physical Requirements: Ability to regularly lift up to 40 lbs. (and occasionally, up to 55 lbs.) from floor level to above shoulder height; must be able to meet demands of frequent walking, standing, stooping, kneeling, climbing, pushing, pulling, and repetitive lifting, with or without reasonable accommodation.

Availability: Ability to work flexible, full-time schedule to include days, evenings, weekends and holidays.

Skills & Competencies: Customer Focus, Developing Potential, Results Driven, Strong Organizational Skills, Communication Skills, Problem Solving/Decision Making, Job Knowledge and Relationship Management.

Job Level: Entry Level

Education Level: High School Diploma/GED (±11 years)

Shift: Variable

Travel: No

Background Check Required: Yes

Drug Screen Required: Yes

For more information and to apply go to www.familydollar.com/pages/careers.aspx

GET THAT JOB IN 2012: FOR YOUTH 16-24
APRIL 6, 2012



*Location: Downtown Chicago Area
Chicago, IL 60602*



SHAKER - CLERK

Our teams are made up of Shakers, Bakers, and Order Takers. We are searching for talented, customer service oriented Order Takers that are interested in maintaining outstanding customer service as per GPS standards, and processing sales quickly accurately and efficiently, perform cash register operations and safeguard company assets. Our locations are primarily located throughout downtown Chicago, O'Hare International Airport and NYC.

Duties & Responsibilities:

- Provide excellent customer service.
- Smile, have fun and maintain a positive, upbeat attitude!
- Able to work quickly, while serving customers in a friendly & efficient manner.
- Maintain food quality at Garrett Popcorn Shops standards.
- Bagging and Serving
- Follow Garrett Popcorn Shops standards by filling each bag or tin with the correct amount of popcorn
- Folding and sealing the bags in the approved Garrett Popcorn Shops manner to maintain freshness.
- Communicating with customers in a friendly and upbeat voice.
- Store Maintenance: Every Garrett Popcorn Shop team employee is responsible for ensuring that their store is clean, presentable to customers and stocked full at all times. This includes sharing the responsibilities of cleaning.
- Depending on the needs of the shop, this person may complete other duties as assigned to advance a particular project.

Qualifications:

- Must be at least 18 years of age
- Excellent professional references.
- Ability to communicate clearly and concisely, both verbally and in writing.
- A passion for customer service and excellent food.
- Ability to work varied hours/days, including nights, weekends, and holidays, as needed

Physical Demands:

- Standing a minimum of 4 hours per day.
- Must occasionally be able to lift 50lbs.

For more information and to apply go to
www.snagajob.com/job-seeker/jobs/job-details.aspx?postingId=3066537

GET THAT JOB IN 2012: FOR YOUTH 16-24
APRIL 6, 2012



*Location: 401 N. Michigan Avenue
Suite 1700
Chicago, IL 60611*

CUSTOMER EXPERIENCE REPRESENTATIVE

Customer Experience representatives (CER's) play a critical role in providing communication between Garrett Popcorn and their customers. CER's interact one-on-one with customers to provide and process information in response to sales inquiries, product feedback and other special requests. CER's communicate with our customers through a variety of means including telephone, e-mail, or instant messaging. Minimum of 2-3 years of relevant experience required.

The CER is accountable for managing the day to day communications with Garrett Popcorn customers which includes, but is not limited to, the following responsibilities:

Customers:

- Help customers decide what type of product best suits their needs including assisting customers in completing purchases
- Delights customers, above and beyond the call of duty
- Demonstrates intimate knowledge of the Garrett Popcorn brand and products
- Ability to understand a customer's wishes and show empathy for the customer's situation
- Provide timely and accurate service to customers in a professional manner
- Obtains and evaluates all relevant information necessary to resolve inquiries, problems and complaints and remain courteous when faced with difficult or angry customers
- Handle inquiries in the best interest of both Garrett Popcorn and their customers
- Build relationships with the customers
- Respond promptly to customer inquiries
- Direct requests and unresolved issues to the designated resource within the company
- Store Maintenance: Every Garrett Popcorn Shop team employee is responsible for ensuring that their store is clean, presentable to customers and stocked full at all times. This includes sharing the responsibilities of cleaning.
- Minimum Age-18+ years old

Key Competencies:

- Customer service orientation
- Verbal communication and listening skills
- Problem analysis and problem-solving
- Attention to detail and accuracy
- Experience using PC (Word, Excel, Outlook)
- Review and process orders in a computerized, on-line system.
- Interpersonal skills
- Initiative
- Stress Tolerance

**For more information and to apply go to
www.snagajob.com/job-seeker/jobs/job-details.aspx?postingId=4823692**



SALES ADVISOR – PART TIME

Job Responsibility including but not limited to:

Customer Service

- Provides excellent direct and indirect customer service according to H&M standards and meets the 5 basic demands on the selling floor, in the fitting room and at the cash point
- Answers phones courteously and promptly

Job Knowledge

- Actively works with garments, including processing, stocking, replenishing, folding, hanging, display and merchandising per H&M guidelines to maximize selling opportunities
- Rings on the register, reports and handles all required transactions, issues receipts and packs merchandise
- Unloads delivery truck, receives, opens and unpacks merchandise and labels merchandise with security tags

Efficiency

- Executes reductions, price changes, transfers and cash register routines
- Utilizes established H&M policies and procedures to assist in loss prevention and safety for the store and partners with store management as needed

Team Player

- Works effectively with team members to ensure the selling floor, cash point, fitting rooms and stockroom are clean and well maintained per H&M's store standards
- Adheres to H&M values and internal standards policies, and procedures contained in the H&M Employee Handbook

Minimum Candidate Qualifications:

- High School graduate or equivalent preferred
- 6 months of experience in customer service, retail industry preferred
- Ability to lift in excess of 20 pounds
- Ability to stand for long periods of time, bend, stretch, engage in repetitive motions, push, pull and carry items (mannequins, clothing, totes, torsos, etc) for a short distance
- Ability to climb a ladder and use a step stool

Skills, Abilities and Other Requirements:

- Excellent customer service skills
- Ability to recognize and execute selling opportunities
- Ability and willingness to run a cash register
- Good communication and organizational skills
- Ability to multi-task in a fast paced environment
- Ability to take initiative to complete tasks and solve problems
- Ability to meet deadlines
- Ability to manage time and prioritize
- Must be able to work a flexible work schedule including nights and weekends

Job Status: Non-Exempt, Hourly

For more information and to apply go to

http://about.hm.com/us/workingathm/showjobad_showJobAd.nhtml?jobadid=00131612&src=JB-10660

SHEDD AQUARIUM GUEST SERVICE REP

DESCRIPTION:

Guest Service Representatives are the primary contact for all guest interaction within the Aquarium. Each team member actively engages the guest, shares knowledge and information, and provides answers and solutions to guest concerns and questions. Operationally, the Guest Experience Representative monitors assigned areas for traffic flow and safety concerns. All team members act as a role model for outstanding customer service standards, both within the department and within the Aquarium

RESPONSIBILITIES:

- Embrace and actively practice Shedd's 4 FUNDamental Customer Service Behaviors on a daily basis: 1) Make a great first impression. 2) Engage each guest. 3) Be the solution. 4) Show pride in Shedd.
- Actively greet and welcome guests to the aquarium.
- Monitor traffic flow, safety conditions and housekeeping at assigned areas.
- Engage all guests at assigned posts, as well as in other areas of the aquarium.
- Make it a personal policy that no guest is left with an unanswered question or concern.
- When cashiering, accurately input ticket information and balance all receipts at the end of each shift. Explain and sell appropriate ticketing options to best meet the needs of guests

- Attends and actively participates in daily shift meetings

REQUIREMENTS:

- Education. High school diploma or equivalent.
- Job Experience. Retail, attraction, or customer service experience in a high volume environment. Previous Ticketmaster system or cash handling experience preferred.
- Special Knowledge and Skills. Performance or theatrical background a plus. Fluency in multiple languages is also desirable.
- Requirements. Must be able to approach, converse and direct guests through their experience at Shedd in an outgoing, dynamic and enthusiastic manner. Must be able to stand or sit for long periods of time and work outdoors. In addition, have the ability to multi-task, have good verbal and written communication, and be friendly and personable. **MUST HAVE OPEN AVAILABILITY** from 8 a.m. to 6 p.m., and during extended hours until 9 p.m., June 17 to 22, and Wednesday evenings for Jazzin' until 10 p.m., starting June 13. There will also be opportunity for evening event hours. The term of this temporary employment is May 2 through Sept. 8.

To apply, please email resume and cover letter to:

Tiffany Tuckett
Manager, Human Resources
jobs@sheddaquarium.org

GET THAT JOB IN 2012: FOR YOUTH 16-24
APRIL 6, 2012



Crew Member

Locations: Several Chicago locations (including Downtown), Orland Park, Tinley Park, Bolingbrook, Hazel Crest, Midlothian, South Holland, Orland Hills, Bolingbrook, and more!

As a Crew Member at Wendy's, you'll enjoy:

- Competitive pay and generous benefits, including employee meal discounts
- Flexible full-time or part-time work schedule that makes sense for you
- One-on-one, self-paced training, and promotion from within
- Opportunity to gain experience in all aspects of restaurant operations, from customer service to food prep, cash handling and opening/closing duties
- Defined career paths for those who are interested in a career at Wendy's

Qualifications

Our candidate has a strong customer focus, initiative, and a can-do attitude. We're looking for real team players who can take and receive direction well and accomplish many tasks during one of our action-packed shifts. Whether you're wearing a headset and manning the drive-thru, greeting customers and running the register, preparing menu items, loading stock or keeping the restaurant clean and inviting, your accuracy and attention to detail are qualities that will make you a star player on the Wendy's team.

The following are examples of some, but not all, of the essential job functions of a Crew Member position at Wendy's:

Physical Elements

Ability to stand for long periods
Frequent bending, kneeling, lifting (25 - 50 pounds)

Equipment Use

Ability to use Headset to take customer orders or to take or give direction
Ability to use general restaurant equipment (e.g. warmer, fryer, slicer, grill, etc.)

Performance Elements

Ability to come to work promptly and regularly
Ability to take direction and work well with others
Ability to accomplish multiple tasks within established timeframes
Ability to concentrate and perform duties accurately
Ability to learn and apply policies and procedures
Ability to react to change productively and handle other tasks assigned
Ability to complete all applicable training programs

Working Conditions

Ability to work in a fast-paced environment that may involve exposure to noise, heat, cold or other elements

For more information and to apply go to www.wendys.com/careers/