



Minimum training and experience: Completion of four years of college with academic background in social/behavioral sciences or business or equivalent training and experience.

Knowledges tested: Interviewing; Job structure and Re-employment assistance; Language skills; ES office practices; Mathematics; Reading comprehension.

Tests and weights: Automated multiple-choice test 100%.

**\*\*NOTE: PER THE PERSONNEL RULES AN APPLICANT SHALL NOT BE PERMITTED TO RETAKE A MULTIPLE-CHOICE AND/OR PERFORMANCE EXAMINATION UNTIL 30 DAYS HAS ELAPSED.**

Length of eligibility: One year.

Option CH – Chinese Speaking: If interviewed, you will be required to exhibit ability to fluently speak and understand Chinese and English. Failure to exhibit this ability will result in disqualification for this option.

Option SS – Spanish Speaking: If interviewed, you will be required to exhibit ability to fluently speak and understand Spanish and English. Failure to exhibit this ability will result in disqualification for this option.

Option PO - Polish Speaking: If interviewed, you will be required to exhibit ability to fluently speak and understand Polish and English. Failure to exhibit this ability will result in disqualification for this option.

Localities in which positions are established:

- Regular Test -- No option
- Option CH -- Chinese Speaking
- Option SS -- Spanish Speaking
- Option PO -- Polish Speaking

Note: City locations listed below without an option designation in parentheses indicate that the regular option is utilized only in that particular location at this time. Due to the irregular nature of the work of the Employment Security Program Representative-Intermittent, it is suggested you select the location(s) nearest your residence. **You may select one or two locations; list both the code and city on your application** (e.g., 506 – Aurora).

505 Arlington Heights (SS)	575 Decatur (SS)	695 Mt Vernon (SS)
506 Aurora (SS)	500 East Alton	510 North Aurora (SS)
515 Belleville (SS)	600 Effingham	710 Ottawa (SS)
525 Bloomington (SS)	605 Elgin (SS)	720 Peoria (SS)
526 Bradley (SS)	630 Harrisburg	725 Quincy (SS)
535 Burbank (SS)(PO)	635 Harvey (SS)	685 Rock Island (SS)
540 Carlinville (SS)	650 Joliet (SS)	730 Rockford (SS)
555 Champaign (SS)	656 Lisle (SS)	735 Springfield (SS)
560 Chicago (SS)(PO)(CH)	670 Lombard (SS)(PO)	740 Sterling (SS)
565 Chicago Heights (SS)	640 Marion	745 Waukegan (SS)
	680 Maywood (SS)	

(SS) Indicates Spanish Speaking Option is also established in that city.

(CH) Indicates Chinese Speaking Option is also established in that city.

(PO) Indicates Slavic (Polish) Speaking Option is also established in that city.

Cities listed above include all locations in which positions have been established presently and do not represent immediate openings. This listing is based on information currently available and is subject to change.