

## Job Openings & Recruiting

Explore  
Careers

Training &  
Credentials

Qualify for  
Jobs

Job Openings  
& Recruiting

Network &  
Connect

Layoff  
Assistance

Updates &  
Help



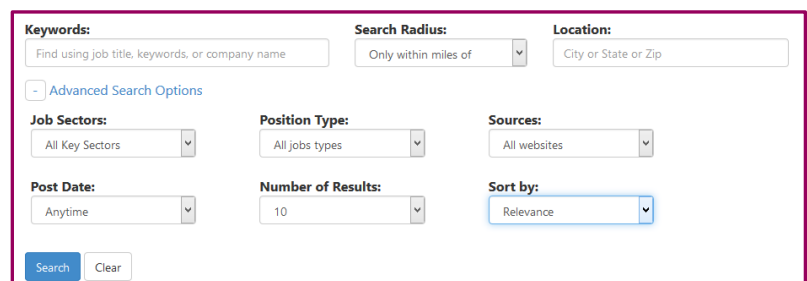
### Job Openings and Recruiting – Illinois workNet Beta Website

This menu section holds the resources and tools for people seeking new employment and businesses that need to hire new employees. There is a series of videos related to this topic as well. The last item on this menu is a searchable database where you can enter a keyword and find the associated documents and resources that relate to the topic of job openings and recruiting.

## Illinois workNet JobFinder

Powered by Indeed, the Illinois workNet JobFinder helps you search for jobs by keyword, location, or radius by miles. Advanced search options include:

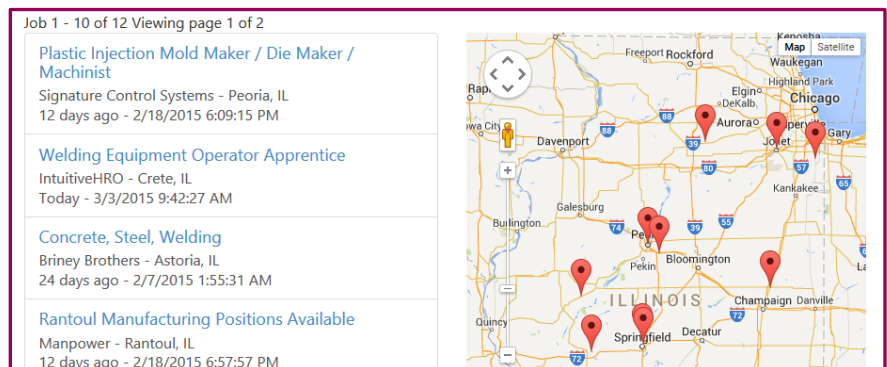
- Job Sector – 17 total
- Position Type – Full-time, Part-time, Contractor, Intern, or Temporary
- Sources – All Websites, Job Boards, and Employer Websites
- Post Date – 1 day, 3 days, 7 days, 15 days, or anytime
- Number of Results – 10, 20, 30, 50
- Sort by Relevance or Date



The screenshot shows the search interface with the following fields and options:

- Keywords:** Find using job title, keywords, or company name
- Search Radius:** Only within miles of
- Location:** City or State or Zip
- Advanced Search Options:**
  - Job Sectors:** All Key Sectors
  - Position Type:** All jobs types
  - Sources:** All websites
  - Post Date:** Anytime
  - Number of Results:** 10
  - Sort by:** Relevance
- Buttons:** Search, Clear

1. Review your results in list format and spot the job posting on the map.

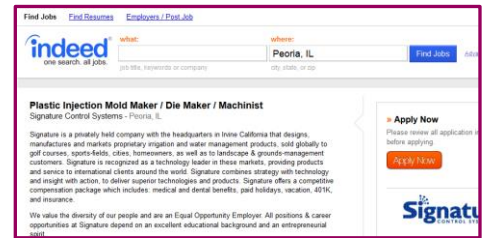


The screenshot shows a list of job results and a map of Illinois. The job list includes:

- Job 1 - 10 of 12 Viewing page 1 of 2**
- Plastic Injection Mold Maker / Die Maker / Machinist**  
Signature Control Systems - Peoria, IL  
12 days ago - 2/18/2015 6:09:15 PM
- Welding Equipment Operator Apprentice**  
IntuitiveHRO - Crete, IL  
Today - 3/3/2015 9:42:27 AM
- Concrete, Steel, Welding**  
Briney Brothers - Astoria, IL  
24 days ago - 2/7/2015 1:55:31 AM
- Rantoul Manufacturing Positions Available**  
Manpower - Rantoul, IL  
12 days ago - 2/18/2015 6:57:57 PM

The map shows the state of Illinois with red pins indicating the locations of the job postings. Major cities like Chicago, Peoria, and Springfield are visible.

2. Zoom in on the map to see the pinpoints more clearly.
3. Click on the job title in the listing to see the details of the job. The job posting will open in a new tab.
4. Apply directly from the job posting page.
5. Save your resume created in the Illinois workNet Resume Builder Tool to your computer, on a jump drive, or in a cloud storage area to upload it when applying for jobs.



## Illinois JobLink

Illinois JobLink is a set of job search resources offered by our partners at the

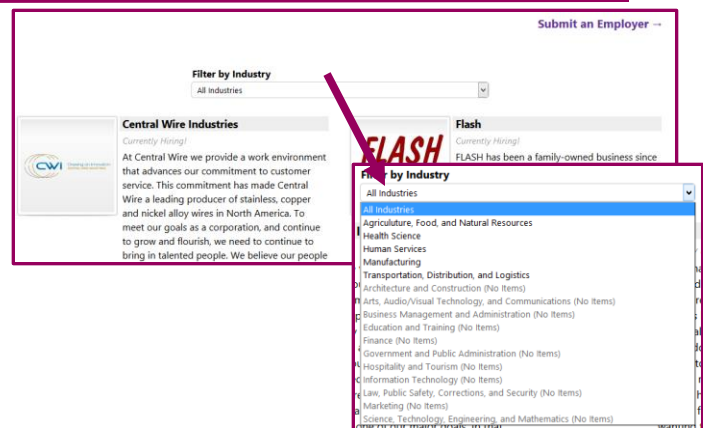


Illinois Department of Employment Security. We provide a set of links to their resources for Employers, Individuals, and Veterans. At the bottom of the page is a list of resources to help you navigate Illinois JobLink.

This page offers job openings by Illinois employers.

## Featured Employers

- Look at the job listings.
- Filter by industry.
- Review a bio on each company.
- Click on the link at the bottom of the listing to go to the job post on the company website.



Companies are able to submit their postings 24/7.

## Employer Resources

This menu also includes resources for employers or those who want to start their own business. Review the menu items that include:

- Start a Business – planning information to get started.



- Recruiting and Hiring – tips and tricks to hire the best talent for your business.
- Employer Hiring Credits – hiring incentive programs that help you train and retain your workforce.