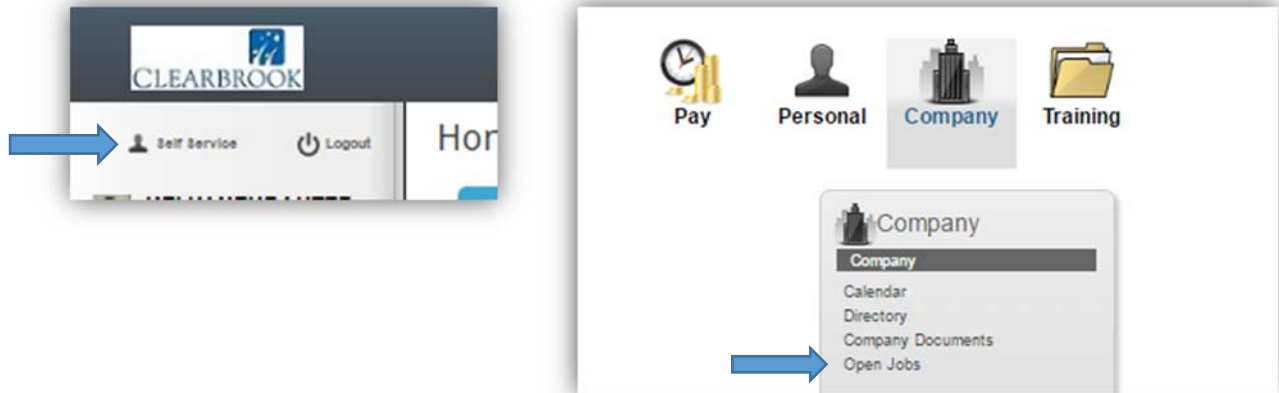


NuView Open Jobs

To apply for an Open Job, click **Self Service** at the top left of the main NuView window. In the center of the Self Service page under the **Company** area, click **Open Jobs**.



The **Job Search** will appear, and open requisitions (job openings) will be listed. These requisitions are listed in order by the Post Date, or the date the job became available, with the most recent on top. [HBS Supported Living Assistant and Family Assistant openings are bundled into regional groups, with specific towns listed in the description: "Cook Region HBS," "DuPage and South Cook Region HBS," etc.]

Requisition#	Requisition Name	Department	Pay Rate	Post Date
1956	CSC ES (35 hrs)	12330 (Supp. Employment)	11.57	02/16/2017
1954	RC Strathmore (M-F 7a-4p)	37772 (CILA Strathmore)	10.00	02/15/2017
1948	RC Berkenshire (Sa 9a- Su 3p-30hrs)	37773 (CILA Berkenshire)	10.00	02/10/2017
1949	RC Freeman (Su 9p-M 9a, M 3p - Tu 9a & Tu 11p -W 9a -36hrs)	37790 (CILA Freeman)	10.00	02/10/2017
1944	CSC ES (40 hrs)	12330 (Supp. Employment)	11.57	02/09/2017
1945	CSC ES (40 hrs)	12330 (Supp. Employment)	11.57	02/09/2017
1943	Production Manager- GETZ- Palatine, IL	12240 (Production)	0.00	02/08/2017
1940	RC Hoeg (F3p-Sa 9p - 30hrs)	37781 (CILA Hoeg)	10.00	02/03/2017
1939	RC Freeman (Sa 9a- Su 9p-36 hrs)	37790 (CILA Freeman)	10.00	02/02/2017
1936	Office Manager - Riley 1- (Schaumburg) and Berkeley Day Program	11355 (DT Riley I)	0.00	02/01/2017

Click on the blue **Requisition#** on the left, as shown above, to open a requisition and view its details. Click the **BACK ARROW** of your browser to return to the Open Jobs listing or the **✕** to return to ESS.

Job Search

Requisition Name: CSC ES (35 hrs) Requisition#: 1956

Department: 12330 (Supp. Employment)
 Location: PLAZA (Administrative)
 Job: CSC
 Job Title: COMMUNITY SUPPORT COACH
 Pay Rate: 11.57

Job Description: Responsible for training and supervising clients at community based employment sites. Transport clients to and from a job site. Serve as a liaison between employer and the clients at the job site. Maintain necessary documentation. High school diploma or equivalent. One year of related experience preferred. Valid driver's license and be insurable by Clearbrook. Must be eligible to be PACE certified.

Experience Required Code: 1YR
 Experience Required: 1 year experience preferred
 Education Required: HS(High School Diploma - GED)

[Apply Now](#)

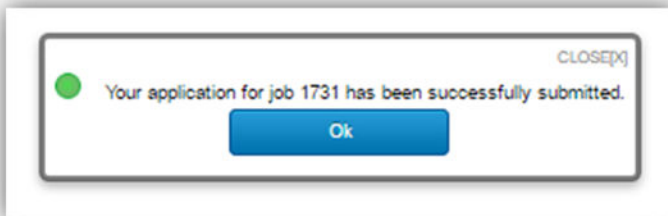
NuView Open Jobs

Pay special attention to the **Experience Required** and **Education Required** areas; you should be eligible for a job that you apply for.



To apply for a job, click the blue **Apply Now** button.

Once you click **Apply Now**, this message below will appear. You will then receive an automated email in your Clearbrook email account from HR@clearbrook.org indicating your application was received and will be reviewed (this message email also be sent to HR and your supervisor). Human Resources will verify that you meet the requirements for this job and will inform the hiring manager. You should wait to be contacted by the hiring manager of the job that you applied for. If you would like to share a statement or your experience/qualifications with the hiring manager, you can share that with them once contact is made.



** Please note – hr@clearbrook.org is NOT an email address that is used by members of HR; this is an automated account used for NuView notifications only.*