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(Chief Administrative Law Judge) PUBLIC SERVICE ADMINISTRATOR, Opt 8L

We continually strive for a workforce that reflects the growing diversity within the State of Illinois. A variety of employee backgrounds, perspectives, ideas and experiences are crucial to our ability to most effectively serve the public. Bilingual skills welcome

Reasonable Accommodation Statement

The State of Illinois is committed to working with and providing reasonable accommodations to people with disabilities. Further, federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please tell us if you require a reasonable accommodation to apply for a job, interview for a job, or for any other activity related to the hiring process. Examples of reasonable accommodation include, but are not limited to, making a change to the application process (if possible), providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.

To be provided a Reasonable Accommodation during the hiring process, you will need to provide a certification of disability from a physician, psychiatrist, school official or an Illinois Department of Human Services (DHS) Division of Rehabilitation Services (DRS) Vocational Rehabilitation (VR) Counselor. Supporting documentation should be uploaded under **My Documents** → **Additional Documents** section for each application.

Any questions on Reasonable Accommodations can be directed to Central Management Services Disability Resource Center at CMS.DisabilityResCen@illinois.gov or call (217) 524-7514 for further information and to request or discuss an accommodation.

Sponsorship for Employment

The State of Illinois does not provide sponsorship for employment visa status (e.g. H-1B visa status). To be considered for permanent employment with the State of Illinois, applicants must be currently authorized to work in the United States on a full-time basis.

Disclosure of Salary Information

In compliance with the Illinois Equal Pay Act, 820 ILCS 112/1 et seq., the State does not seek, request, or require a job applicant's wage or salary history. Employment decisions are not made based on an applicant's wage or salary history. To that end, please **do not include wage or salary information in your resume or other profile or application materials.**

Date: Jan 12, 2023

Location: Chicago, IL, US, 60601

Job Requisition ID: 22811

Agency : Department of Labor

Closing Date/Time: 01/30/2023

Salary: \$6,956.00-\$10,607.00

Job Type: Salaried Full Time

County: Cook

Number of Vacancies: 1

Plan/BU: RC010

This position is a union position; therefore, provisions of the relevant collective bargaining agreement/labor contract apply to the filling of this position.

All applicants who want to be considered for this position MUST apply electronically through the illinois.jobs2web.com website. State of Illinois employees should click the link near the top left to apply through the **SuccessFactors employee career portal.**

Applications submitted via email or any paper manner (mail, fax, hand delivery) will not be considered.

Posting Identification Number 22811

The Illinois Department of Labor (IDOL) is one of Illinois' most important and dynamic Agencies. With an annual budget over \$17 million, and an authorized staff of more than 100 full-time employees, IDOL has the capacity and capability to provide administration and enforcement of over 25 labor and safety Laws. At IDOL, we take pride in our Agency's mission: to promote and protect the rights, wages, welfare, working conditions, safety, and health of Illinois workers through, regardless of race, religion, ethnicity, color or sexual orientation, through enforcement of state labor laws, and to safeguard the public through regulation of amusement rides and to ensure compliance with all other labor standards.

The Illinois Department of Labor is seeking a Chief Administrative Law Judge. The Chief Administrative Law Judge receives all initial "requests for review" appeals of hearing decisions and payment demands issued by Hearings Referees and reviews of Minimum Wage and Child Labor cases, among other duties. The position requires a licensed attorney admitted to the Illinois bar. The ideal candidate has experience with State and Federal Labor laws, conducting hearings or negotiating settlements. If you possess the skills and experience listed above, we encourage you to apply for the Chief Administrative Law Judge.

Job Responsibilities

1. Conducts hearings as required under statutes administered by the Illinois Department of Labor
2. Plans, directs, and administers the operations of the Hearings Section
3. Receives all initial "requests for review" appeals of hearing decisions and payment demands issued by Hearings Referees and reviews of Minimum Wage and Child Labor cases
4. Serves as working supervisor
5. Performs legal research to keep abreast of current court decisions to be knowledgeable of precedent-setting cases that impact labor law issues
6. Performs other related duties as required or assigned which are reasonably within the scope of the duties enumerated above

Minimum Qualifications

1. Requires graduation from a recognized law school
2. Requires possession of a valid license to practice law in Illinois
3. Requires three years of professional experience in the practice of law

Preferred Qualifications (In Order of Significance)

1. 3 years' Litigation experience
2. 2 years of experience exercising judgment and discretion in developing, implementing, and interpreting departmental policies and procedures
3. 3 years' experience working with State and Federal Labor Laws and Statutes
4. 2 years of working with common law and the provisions of state and federal laws relating to administrative and regulatory functions

CONDITIONS OF EMPLOYMENT

1. Ability to travel statewide
2. Ability to work outside of normal business hours
3. Requires the use of an agency supplied cell phone and laptop

Work Hours: 8:30am-5:00pm Monday - Friday

Work Location: 160 N LaSalle Street, Suite S-1200 Chicago IL 60601

Agency Contact:

Tammy Riggins

Email: tammy.riggins@illinois.gov

Phone #:217-557-3110

Job Family: Administration/Management

This position [DOES NOT] contain "Specialized Skills" (as that term is used in CBAs).

APPLICATION INSTRUCTIONS

Use the "Apply" button at the top right or bottom right of this posting to begin the application process.

If you are not already signed in, you will be prompted to do so.

State employees should sign in to the career portal for State of Illinois employees – a link is available at the top left of the Illinois.jobs2web.com homepage in the blue ribbon.

Non-State employees should log in on the using the "View Profile" link in the top right of the Illinois.jobs2web.com homepage in the blue ribbon. If you have never before signed in, you will be prompted to create an account.

If you have questions about how to apply, please see the following resources:

State employees: Log in to the career portal for State employees and review the Internal Candidate Application Job Aid

Non-State employees: on Illinois.jobs2web.com – click "Application Procedures" in the footer of every page of the website.

Revolving Door:

Certain provisions of the revolving door restrictions contained in 5 ILCS 430/5-45 apply to this position. As a result, the employee should be aware that if offered non-State employment during State employment or within one year immediately after ending State employment, the employee shall, prior to accepting any such non-State employment offer, notify the Office of the Executive Inspector General for the Agencies of the Illinois Governor ("OEIG") or may be subject to a fine.

The main form of communication will be through email. Please check your "junk mail", "spam", or "other" folder for communication(s) regarding any submitted application(s). You may receive emails from the following addresses:

- donotreply@SIL-P1.ns2cloud.com
- systems@SIL-P1.ns2cloud.com

Nearest Major Market: Chicago

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