

**Supplementary Examination Announcement**

**BUILDING/GROUNDS LABORER – 05598**

Monthly Salary Range: \$3240 - \$4592

General duties: A Building/Grounds Laborer performs non-skilled cleaning tasks and manual grounds and building labor. Performs exterior maintenance of facilities, seeds and mows grounds and roadsides, shovels snow, etc. Maintains interior cleanliness of facilities, scrubs, waxes and polishes floors, washes windows, etc. Loads and unloads trucks, moves furniture, and may assemble modular office furniture.

Desirable training and experience: Four years high school; or equivalent training and experience. Some positions may require possession of an appropriate valid driver's license.

Knowledges tested: Building and grounds safety; Fire safety; First aid; Grounds maintenance; Janitorial.

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 period: One year.

Counties in which positions are established: Adams, Cass, Champaign, Coles, Cook, DeKalb, DuPage, Effingham, Franklin, Fulton, Henry, Jackson, Jefferson, Kane, Kankakee, Knox, Lake, LaSalle, Lawrence, Lee, Livingston, Macon, McDonough, McLean, Montgomery, Morgan, Moultrie, Peoria, Perry, Randolph, Rock Island, Sangamon, St. Clair, Stephenson, Tazewell, Vermilion, Whiteside, Will, Winnebago.

Counties listed include all counties in which positions have been established, and does not represent immediate openings. This listing is based on information currently available and is subject to change.

**EXAMINATION SCHEDULE (EXCEPT FOR STATE HOLIDAYS)**

Examinations may be cancelled without further notice as needs are met.

**FLEXIBLE SCHEDULE TESTING:**

CHICAGO: James R. Thompson Center, 100 W. Randolph, Suite 3-300, Chicago, IL 60601:

Monday, Tuesday, Wednesday and Thursday between the hours of 8:00 a.m. – 1:30 p.m.

SPRINGFIELD: Capitol City Center, 130 W. Mason Street, Springfield, IL 62702:

Monday, Tuesday, Wednesday and Thursday between the hours of 8:00 a.m. – 2:00 p.m.

**BY APPOINTMENT ONLY:**

CHAMPAIGN: State Regional Office Bldg., 2125 South First St., Telephone 217/278-3435

MARION: State Regional Office Bldg., 2309 West Main Street, Suite 126, Telephone 618/993-7005

ROCKFORD: E.J. "Zeke" Giorgi Center, 200 South Wyman, Telephone 815/987-7004

**ILLINOIS BELL RELAY:** (voice user) 800/526-0857 (TTY user) 800/526-0844

**AN EQUAL OPPORTUNITY EMPLOYER**