



GCRC Newsletter

*Strengthening Partnerships
Between Government
and Higher Education*

www.grcinfo.org

November 30, 2001

Government College Relations Council

Annual government hiring update kicks off the new year for GCRC

*By Barbara Costello
GCRC Secretary*

The **Government Hiring Update** was the kick-off presentation at the annual GCRC Fall Meeting. Keith Killacky, Assistant Professor of Criminal Justice at Lewis University, skillfully moderated the program. Highlights are as follows:

U.S. Army

Major John Box described the types of candidates the Army is trying to recruit for "adventure careers". They are seeking non-prior service individuals who are high school or college students with high-tech knowledge and interest. Prior service and GED applicants are also welcome to apply. Individuals who would like to complete a GED will find that the Army will assist them in accomplishing that goal. Currently, there are 1,200+ positions available and candidates may get more details by going to www.goarmy.com.

City of Chicago

Carol Maguire outlined the application procedures for City jobs. Candidates may view postings at the application center in City Hall and submit their

paperwork in person. Also, she informed us that job notification cards could be completed for non-current vacancies. She strongly encouraged interested individuals to use the City's web site at https://w19.cityofchicago.org/chi_dop/index.html. At this site, current vacancies as well as the calendar of job fairs may be viewed. Find a vacancy of interest and you may use the on-line application attached to every open job title on their site. She also recommended viewing "Looking for Work" on the City's channel on cable TV at 3 p.m. and 7 p.m. daily.

Internship applications are also on the web site. In all cases, Ms. Maguire recommended on-line applications.

Alcohol, Tobacco and Firearms

The Department of Alcohol, Tobacco and Firearms is currently hiring for two full-time positions, reported GCRC Past-President Ed Arroyo. Inspectors are non-law enforcement jobs that require a bachelor's degree and completion of a 2-year training program. Agents for ATF work with all other law enforcement agencies doing undercover and surveillance work. Ed also described the ATF

internship program that gives current students good exposure to the process of criminal investigation. Interested college juniors and seniors should know that it is highly competitive. Only four candidates per year are selected to participate in the program. Ed invited interested individuals to go to www.atf.treas.gov to find all vacancy announcements along with application forms that need to be completed.

General Services Administration

Luz Haro reports that full-time positions are available through the Outstanding Scholars Program. GSA is seeking participants for its cooperative education program. Students in any major must be able to work at least ½ time (16–20 hours per week) beginning in 2002. For more information, go to www.gsa.gov/jobs.

Cook County

Luis Martinez, genial host of the Fall meeting, informed the group that Cook County employs 27,000 people in President John Stroger's jurisdiction. Vacancies are limited now, but the hiring freeze should

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be lifted after Jan. 1, 2002. Currently, there are needs for engineers, accountants and IT personnel.

Bilingual candidates (Spanish, Arabic and some European languages) are also in demand. View Cook County's web site at www.co.cook.il.us for posting information; online applications are not available at this time. Candidates must complete applications and submit them in person.

Luis also provided the telephone hotline number, (312) 603-6598, and indicated that it tends to be more reliable than the web site at this time. While Cook County has no formal intern or co-op program in place, students interested in part-time work should investigate the Student Administrative Aide vacancies that are available in the summer. There is a shortage of nurses for the four hospitals run by the county, along with other allied health-related positions.

Interested candidates for full- or part-time positions should view the postings on the 8th floor of the County Building.

U.S. Secret Service

Mark Waterford described the basic requirements necessary to apply for each of the two titles with current vacancies. *Special agents* must be U.S. citizens, aged 21–37, holding a bachelor's degree (accounting, economics, computer science majors who speak a foreign language are desirable).

He went on to explain that candidates need 2+ years of life/work experience, that these are not entry-level positions. Starting salary for agents is approximately \$37,000; after 6 months there is an increase to \$75,000-\$80,000.

Uniformed officers also must be U.S. citizens but a degree is not required. All of these positions are located in Washington, D.C. He explained that this is a great way to get a foot in the door at this department. Other vacancies in Washington, D.C., include forensic and security positions. Their web site is www.ustreas.gov/uss.

Metropolitan Water Reclamation District of Greater Chicago

Frances Wilkins reported that this department is

actively seeking engineers who will graduate in January or May 2002 from an ABET accredited program.

Online applications are available at www.mwrdgc.dst.il.us/. She was also pleased to let us know that effective Jan. 1, 2002, the engineering internship program will be reinstated.

Illinois Department of Employment Security

Maria Hearn Talis discussed the IDES job matching web site, Illinois Skills Match, which can be found at [www.illinoiskillsmatch.com](http://www.illinoisskillsmatch.com). Candidates applying for unemployment fill out an application and can be contacted by e-mail, phone or "snail mail" when an employer is interested in hiring them. Employers can list job vacancies on the site as well. There is no charge to candidates or employers for this service.

Candidates may also visit the agency's general web site, www.ides.state.il.us, to access both Illinois Skills Match and the Illinois Job Bank.

Social Security Administration

Dennis Davis reported that the department is in a hiring freeze at the moment. However, they do expect it to be lifted in the next few months. He went on to describe the claim and services representatives who work for the Social Security Administration as the backbone of the department. These high people-contact positions are the ones they will be seeking to fill with entry-level candidates. In addition, it is expected that over 50 percent of the current SSA work force will retire within the next 5–10 years, leading to a major recruiting effort. Their web site is located at www.ssa.gov.

Illinois State Police (Division of Forensic Services)

Peter Striupaitis reviewed the requirements and explained the process for applying to this agency. With a B.A. in physical or natural sciences, candidates may take the general, chemistry and/or biology exams. After 1-3 years of training, candidates may work in one of eight labs in the State of Illinois. Tuition reimbursement is available for post-baccalaureate training.

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Illinois Department of Central Management Services

CMS is the department that recruits for agencies reporting to the Governor. Susan Gowan brought a list of the specific job titles and informed the group that the list can be viewed in person at the Thompson Center or on their web site at www.state.il.us/cms. The Thompson Center soon will have space available for flexible testing: all day long and all computer-based. The CMS internship program serves as a segue to the appropriate targeted job title. Candidates are encouraged to apply as long as they can make a 6-month to 2-year commitment.

Chicago Police Department

Police Officer Brandon McCradden reported that they are recruiting applicants for the Jan. 12, 2002, test date. Candidates must be at least 21 years of age, have 60 hours of college credit and a valid drivers' license. The entire process from test administration to job offer takes approximately 6 to 8 months. Upon hiring, individuals must become residents of the City of Chicago. Check out their web site at www.cityofchicago.org/caps.

U.S. Drug Enforcement Agency

Guadalupe Sanchez described the mission of the DEA as narcotics law enforcement. Currently, they are hiring for special agents to join the 4,500 employees in their 250 offices worldwide. Requirements include a bachelor's degree, being 20–31 years of age and being willing to relocate anywhere in the United States. Global relocation comes later, she explained. There is a physical fitness requirement, along with a background investigation. In addition, the DEA hires forensic chemists and diversion investigators. While there is no formal internship program, part-time employment is available in the Stay in School Program. Visit their web site at www.dea.gov.

U.S. Customs Service

Customs agents prevent and intercept the flow of illegal substances into the United States. Reginald Brooks reports that vacancies may be posted in late

For more information

Several representatives at the Government Hiring Update recommended visiting their agencies' web sites. The web site addresses of those agencies are summarized here.

U.S. Army: www.goarmy.com

City of Chicago: https://w19.cityofchicago.org/chi_dop/index.html

Alcohol, Tobacco and Firearms:

www.atf.treas.gov

General Services Administration:

www.gsa.gov/jobs

Cook County: www.co.cook.il.us

U.S. Secret Service: www.ustreas.gov/uss

Metropolitan Water Reclamation District of Greater Chicago:

www.mwrddc.dst.il.us/

Illinois Department of Employment

Security: www.ides.state.il.us

Social Security Administration:

www.ssa.gov

Illinois Department of Central

Management Services: www.state.il.us/cms

Chicago Police Department:

www.cityofchicago.org/caps

U.S. Drug Enforcement Agency:

www.dea.gov

U.S. Customs Service: www.customs.gov

November or early December and may be viewed at www.customs.gov. They seek a variety of bachelor's degree candidates in majors such as accounting and computer science, in addition to law enforcement. Interested individuals must be U.S. citizens with work experience. Contact Patrick Brosnahan for information about their internship program.

Calendar of Events

2001

Nov. 29: Job Fair (Part of Recruiting Trends Conference), 3-6 p.m., Harper College, Palatine.

Nov. 30: Eighth Annual Recruiting Trends Conference (GCRC with Midwest ACE), Motorola's Galvin Center, Schaumburg. Topic: Hiring Trends.

2002

Feb. 26: Careers and Internships in Government and Non-Profits, 3-6:30 p.m., University of Wisconsin-Madison. Cost is \$50 per exhibit table. Also seeking speakers on careers in government agencies to serve on panel. To reserve a table or become a panelist, contact Patti Thompson, (608) 263-5055 or pjthompson2@facstaff.wisc.edu.

March 8: GCRC Winter Meeting, Concordia University, River Forest. Topic: Knowledge, Skills and Abilities.

To include an item in the calendar, email Ed Arroyo at ebarroyo@chic.atf.treas.gov.

GCRC officers for 2001-02 academic year

The October issue of the newsletter was so full of information that we inadvertently left out the names of the GCRC members who have so willingly volunteered to serve in a leadership capacity for the organization this year.

They are:

- President—Jim Opon, Governors State University
- Vice-President—Lupe Sanchez, U.S. Drug Enforcement Agency
- Treasurer—Nancy Wajler, College of DuPage
- Secretary—Barbara Costello, Saint Xavier University

Please take a moment to recognize these members for all their hard work.

A special thank you

*By Ed Arroyo
GCRC Past President*

This past September, we renewed our faith in our country, and the way we run it.

The events on 9/11/01 will remain in our hearts and our minds forever. Many of us renewed the way we look at life and how we interact with others.

“Because we are all very special in our own way, we should learn to appreciate one another as the members of GCRC do!”

Our efforts to bring our college educated youth into government service must continue in earnest. All government agencies need to pursue the best of the best of graduating seniors. The need to strengthen our national security will bring into focus the need for GCRC.

One way to do this is by continuing the mission of GCRC, which is to foster communication and cooperation between college and governmental communities through the dissemination of new and relevant information and the formation of mutually beneficial relationships.

We recognize the need for staying current with hiring needs and policies within all types of government agencies. We also need to recognize the changes and needs of the young people we hope will enter the professional government agencies in the near future.

Our programming has reflected the need to not only open lines of communication, but to enhance their existence through networking and technology, so we may continue to be a functioning dynamic networking organization.

While my tenure as president of GCRC is over, I am pleased to look back at the progress the membership and the steering committee has effected during that time. We are now a financially secure organization with a broader vision of what we need to do to maintain a quality professional organization.

The members of the steering committee are truly the most professional, caring, and patient group of people with whom I have worked. The example GCRC members set for our young clients is one of honest, ethical, and quality standards—I am proud to be an American and a member of GCRC.