WHERE ARE THE JOBS?
A Summary of Cook County Online Job Postings

QUARTER 1 (JAN – MAR), 2018

105,307 JOB POSTINGS
(grouped by occupation)

1. Business & Financial
2. Food Service & Hospitality
3. Healthcare
4. Insurance
5. Manufacturing
6. Retail
7. Technology
8. Transportation
9. Universities

WHERE ARE THE JOBS?

TOP 30 EMPLOYERS TO POST JOBS
(grouped by industry)

<table>
<thead>
<tr>
<th>Industry</th>
<th>Employers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business &amp; Financial</td>
<td>JP Morgan Chase; Accenture; Deloitte; US Bank; Jones Lang LaSalle</td>
</tr>
<tr>
<td>Food Service &amp; Hospitality</td>
<td>Marriott; Aramark; Hilton; Hyatt</td>
</tr>
<tr>
<td>Healthcare</td>
<td>Presence Health; Advocate Health Care; Amita Health; NorthShore University Health System; Ann and Robert H. Lurie Children’s Hospital</td>
</tr>
<tr>
<td>Insurance</td>
<td>Allstate; UnitedHealth Group; Aetna; Anthem BlueCross</td>
</tr>
<tr>
<td>Manufacturing</td>
<td>KraftHeinz</td>
</tr>
<tr>
<td>Retail</td>
<td>Sears; CVS; Best Buy; Whole Foods Market; Shoe Carnival</td>
</tr>
<tr>
<td>Technology</td>
<td>Capgemini; Motorola Inc.</td>
</tr>
<tr>
<td>Transportation</td>
<td>United Airlines</td>
</tr>
<tr>
<td>Universities</td>
<td>University of Illinois; University of Chicago; Northwestern University (includes affiliated hospitals)</td>
</tr>
</tbody>
</table>

This report analyzes online job postings, not job openings. Jobs and employers who do not advertise online are underrepresented here.

Healthcare

- Nurses & nurse practitioners
- Nursing assistants (incl. CNA, LPN, PCT, medical assit.)
- Occupational therapists
- Medical records & health information technicians
- Physical therapists

SKILLS

- Patient care, treatment planning & therapy
- Cardiopulmonary resuscitation (CPR) & Advanced cardiac life support (ACLS)
- Teamwork & collaboration
- Patient/family education & discharge planning
- Scheduling

FOOD SERVICE & HOSPITALITY

Management*

IT

Business & Financial

Office & Admin

Transportation

Manufacturing, Maintenance & Repair

Food

Other

Architecture & Engineering
Arts, Entertainment, Sports
Education
Personal Care & Service
Community & Social Services
Legal
Protective Service
Building & Grounds
Life, Physical & Social Science
Construction

* Management occupations span the other occupational groups.
### Sales

**OCCUPATIONS**
- Sales representatives
- Retail salespersons & cashiers
- Retail supervisors
- Sales agents (financial services, insurance, real estate, advertising)
- Demonstrators & product promoters

**CREDENTIALS**
- Insurance licenses (life & health; accident; property & casualty)
- Mortgage license
- Financial licenses (see detail in business & financial)
- Real estate license
- Cash handling certification

**SKILLS**
- Sales & store management
- Customer service
- Teamwork/collaboration
- Product knowledge & merchandising
- Business development

### Business & Financial

**OCCUPATIONS**
- HR specialists
- Management analysts
- Accountants
- Financial analysts & auditors
- Market research analysts & marketing specialists

**CREDENTIALS**
- Certified public accountant (CPA)
- Securities licenses (Series 3, Series 6, Series 7, Series 66)
- Certified financial planner/Chartered financial analyst
- Project Management (PMP)/Six Sigma certification
- Professional in human resources (PHR)

**SKILLS**
- Microsoft Office
- Accounting & budgeting
- Project management
- Financial analysis, financial statements & reporting
- Business process & analysis

### Office & Admin

**OCCUPATIONS**
- Customer service representatives
- Secretaries & administrative assistants
- Bookkeeping, accounting & auditing clerks
- Supervisors of administrative support workers
- Paralegals & legal assistants

**CREDENTIALS**
- Paralegal certification
- Certified payroll professional
- Financial licenses (see detail in business & financial)
- Certified protection professional (CPP)
- Project management certification

**SKILLS**
- Customer service & communication skills
- Microsoft Office
- Administrative support (filing, scheduling, office mgmt.)
- Data entry & spreadsheets
- Accounting, billing, payroll & invoice processing

### Transportation

**OCCUPATIONS**
- Truck drivers (tractor trailer & delivery)
- Laborers & freight/stock movers or supervisors
- Forklift operators, packers, packagers
- Transportation supervisors
- Taxi drivers & chauffeurs

**CREDENTIALS**
- Commercial driver's license (CDL) – Class A, B, C
- Forklift operator certification
- Air brake certification
- Hazmat / OSHA certification
- Pilot license

**SKILLS**
- Truck driving
- Forklift operation
- Customer service
- Scheduling
- Repair

### Manufacturing, Maintenance & Repair

**OCCUPATIONS**
- Maintenance & repair workers & supervisors (general, telecommunications equipment, HVAC)
- Automotive specialty technicians & diesel mechanics
- Production workers & supervisors
- Inspectors, testers, sorters & machinists
- Industrial machinery mechanics

**CREDENTIALS**
- Automotive service excellence/ASE
- Brake system certification
- EPA or CFC certifications for HVAC technicians
- Welding certification (e.g. AWS certified welder)
- Airframe & powerplant (A&P) certification

**SKILLS**
- Preventative maintenance & repair
- Customer service
- HVAC
- Welding
- Plumbing

### Food

**OCCUPATIONS**
- Food service supervisors
- Food prep & serving workers (incl. cooks & wait staff)
- Bartenders & baristas
- Hosts & hostesses
- Dishwashers

**CREDENTIALS**
- Food handler/SERVSAFE/food sanitation certification
- Alcohol service certification (TIPS, BASSET)
- Cash handling certification
- Certified sous chef
- First Aid/CPR

**SKILLS**
- Cooking; food prep; food safety
- Cleaning
- Customer service
- Teamwork & collaboration
- Scheduling

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*Where are the Jobs in Cook County Q1 2018 Source: Burning Glass Technologies Labor Insight*