

Assumption of Duties Job Vacancy Posting Schedule*

First Wave	Vacancies
ARCHIVE CLERK	Multiple
CUSTOMER SERVICE - CLERK	Multiple
INDEXING QUALITY ASSURANCE SPECIALIST	Multiple
MAIL SERVICE SPECIALIST	Multiple
PLAT and DECLARATION REVIEWER	Multiple
Sr. PURCHASING CLERK	Single
RECORDER	Multiple
SECURITY OFFICER I	Multiple
STOREKEEPER	Single
Second Wave	Vacancies
ASST. MANAGER OF RECORDINGS OPERATIONS	Single
ASST. MANAGER OF BULK RECORDERS	Single
ASST. MANAGER OF eRECORDINGS OPERATIONS & INDEXING EXCEPTION PROCESSING	Single
MANAGER OF ARCHIVES	Single
MANAGER OF RECORDING OPERATIONS	Single
Third Wave	Vacancies
DIRECTOR OF VETERANS AFFAIRS	Single
GIS ANALYST	Multiple
INVESTIGATOR II	Multiple
SENIOR ACCOUNTANT	Multiple
NETWORK TECHNICIAN	Single
DATABASE ANALYST	Single
PROGRAMMER SOFTWARE ENGINEER and WEB DEVELOPER	Single
SENIOR NETWORK TECHNICIAN	Single

***PLEASE NOTE:** The dates listed above are subject to change without notice. Please refer to the OFFICIAL job posting for the posting expiration date. The OFFICIAL job posting can be found on the Cook County Clerks website under the "jobs" link. Documents for employment received after the expiration date contained in the OFFICIAL job posting will not be considered.