



**DEPARTMENT OF WATER MANAGEMENT
CITY OF CHICAGO**

March 6, 2020

Mr. Greg Ortiz
**State & Municipal Teamsters, Chauffeurs
& Helpers Union – Local 700**
1300 W. Higgins Rd.
Park Ridge, IL. 60068

RE: BID ANNOUNCEMENT(S)

Dear Mr. Ortiz,

Attached is a copy of the bid announcement(s) which the Department of Water Management will display for the following position(s):

BID NUMBER
08820001

TITLE
MOTOR TRUCK DRIVER

The City does not accept paper bids.

Your cooperation in disseminating the bid materials in a timely fashion is of the utmost importance to us. To prevent disputes, we ask that the Bid Announcement materials be given priority.

Sincerely,

Jacqueline Toledo
Director of Administration

PLEASE NOTE POSTING DATE!



**DEPARTMENT OF WATER MANAGEMENT
CITY OF CHICAGO**

BID ANNOUNCEMENT

**BID ANNOUNCEMENT NO. 08820001
JOB TITLE: MOTOR TRUCK DRIVER
PAY GRADE: PR
2020 SALARY: \$29.96 – \$37.45 HOURLY**

**DATE: MARCH 10, 2020
TITLE CODE: 7183
VACANCIES: 25**

IF YOU ARE A CURRENT CITY EMPLOYEE AND WANT TO EXERCISE YOUR CONTRACTUAL RIGHTS TO BID, YOU MUST APPLY ON THE BID ONLY SITE AT: www.cityofchicago.org/CAREERS

(Once the website opens, scroll down and click on the button titled “Bid Opportunities.”)

IN ADDITION, YOU MUST CHECK THE BOX ON THE CAREERS APPLICATION TITLED "ALREADY EMPLOYED BY THIS COMPANY", CORRECTLY ENTER YOUR EMPLOYEE ID, AND SELECT THE CORRECT BARGAINING UNIT. YOU MUST USE THE EMPLOYEE NUMBER FOUND ON THE UPPER LEFT-HAND CORNER OF YOUR PAY CHECK STUB LABELED “PAYEE/EMPLOYEE NUMBER.” (NO OTHER FORMAT OR SYSTEM CAN BE USED TO OBTAIN YOUR EMPLOYEE NUMBER).

FAILURE TO CHECK THE “ALREADY EMPLOYED BY THIS COMPANY” BOX, ENTER YOUR EMPLOYEE ID, AND SELECT THE CORRECT BARGAINING UNIT WILL RESULT IN A REJECTED BID APPLICATION.

This position is covered under the City's collective bargaining agreement with TEAMSTERS LOCAL 700 (BARGAINING UNIT #08). Only employees in City job titles in this bargaining unit are eligible to bid on this position.

Qualifications: Possession of a valid State of Illinois Class "A" or "B" Commercial Driver's License (CDL). Cannot have restrictions on CDL limiting operation of equipment.

Selection Requirements:

This position does not require a test or interview. Applicants who successfully apply for the position, meet the minimum qualifications, and possess the qualifications best suited to fulfill the responsibilities of the position will be hired in seniority order in accordance with the collective bargaining agreement.

NOTE: To be considered for this position, you MUST provide a copy of your valid U.S. Commercial Driver's License (CDL) Class “A” or “B” at the time of application. IF YOU FAIL TO PROVIDE THIS INFORMATION AT THE TIME OF APPLICATION, IT WILL BE INCOMPLETE AND YOU WILL NOT BE CONSIDERED FOR THIS POSITION. If your CDL has a 4 year extension sticker on the back side, you must provide a copy of back of your CDL, as well. Applicants cannot have restrictions on CDL limiting operation of equipment.

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DUTIES: Under supervision, drives and operates a wide variety of motor vehicles and power equipment. Transports materials, tools, equipment and personnel to and from projects. Drives snowplows and spreaders to clear streets, and spread sand, salt and other products. Inspects vehicles or mechanical equipment for proper operation, and checks oil and fluids. Reports extensive mechanical repairs to supervisor to ensure repairs are made in a timely manner. Completes various paperwork including worksheets, repair orders, activity logs, and other forms documenting driving assignments. Conducts safety checks to ensure assigned vehicle and equipment are in proper working order. Shuttles equipment to and from facilities for preventive maintenance work. Performs related duties as required.

NOTE: The list of essential duties is not intended to be inclusive; there may be other duties that are essential to positions within the class.

Location: Bureau of Operations and Distribution
Days Off: Various
Hours: Various
Shift: Various
Lunch: ½-hour

PLEASE NOTE: The complete Bid Announcement with application, attachment, and selection requirements are posted online. Please follow the directions in the box below on how to apply online.

BID APPLICATIONS MUST BE SUBMITTED NO LATER THAN:

MARCH 24, 2020

IF YOU ARE A CURRENT CITY EMPLOYEE AND WANT TO EXERCISE YOUR CONTRACTUAL RIGHTS TO BID, YOU MUST CHECK THE BOX ON THE CAREERS APPLICATION TITLED "ALREADY EMPLOYED BY THIS COMPANY", CORRECTLY ENTER YOUR EMPLOYEE ID, AND SELECT THE CORRECT BARGAINING UNIT.

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