



CCDOC-2019-005
Straight Seniority Bid Transfer
(Sergeants Vacancy Bid)
Cycle 1 - AMENDED

COOK COUNTY DEPARTMENT OF CORRECTIONS
MEMORANDUM

TO: All Interested Correctional Sergeants	DATE: September 13, 2019
FROM: Michael Miller, First Assistant Executive Director of Operations	
SUBJECT: Sergeants Straight Seniority Bid Transfer – (Cycle 1) *AMENDED	

Posting Date: September 16, 2019

Divisional and Internet Posting Including Information of Current Position and Status

Tracking Number: CCDOC-2019-005 – Straight Seniority Bid Transfer

**Pursuant to Article V – Job Posting and Transfers of the Collective Bargaining Agreement, the following positions are open for recognized vacancy bidding for two (2) cycles.*

Bidding Instructions:

1. One (1) standard bid slip will be utilized for bidding all positions open and recognized for vacancy bidding. If applicable, certain units within the Cook County Department of Corrections may require an applicant to meet specific requirements necessary for obtaining that position. Any posting containing requirements for bidding a specific position will state the requirements.
2. Bid slip(s) for **Cycle 1** will only be available and accepted between the hours of 0700-1500, Monday through Friday, beginning Monday, September 16, 2019 and concluding on Friday, September 27, 2019 at:

Cook County Department of Corrections
Administrative Reports Office
Division V, First Floor, (Old Superintendent's Office)
2700 South California
Chicago, Illinois 60608

3. Bid slip(s) will not be accepted outside of the dates and times listed above.
4. If applicable, certain units within the Cook County Department of Corrections may require an employee to meet specific requirements necessary for obtaining that position. Any posting containing requirements for bidding a specific position will state the requirements.
 - Within this posting, any employee wishing to bid a position with External Operations must meet the following requirements, which **must be produced at the time of bidding* and verified prior to awarding assignment:**
 - I. Must be in a deputized status;
 - II. Must be in possession of a current and valid Firearm Owners Identification Card; and
 - III. Must be in possession of a current and valid Driver's License.

**Clear photocopies of Deputy Card (displaying deputized status), current and valid Firearm Owners Identification Card and current and valid Driver's License (including the certificate of extension sticker, if necessary).*

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5. Bid slip(s) must be completed and include the following:
 - The date completing the bid slip(s);
 - Name (Last, First, MI);
 - Star Number;
 - JDE Number;
 - Deputy Status;
 - Rank/Title;
 - Seniority Date;
 - Gender (for BFOQ positions);
 - FOID, including expiration date, if applicable;
 - Driver's License Number, including expiration date, if applicable;
 - Current Division or Work Assignment;
 - Present Shift;
 - Present Detail;
 - List each position being bided for: including: shift, detail and choice order for the position;
 - Signature; and
 - No Political Consideration Certification.
6. Any Correctional Sergeant that fails to submit a fully completed bid slip(s) will not be considered for the Straight Seniority Bid opportunity.
7. Pursuant to Policy 101 Conduct, section 101.5.7 (g), no Correctional Sergeant shall bid to a vacancy in which he/she would directly supervise any family relative or be directly supervised by any family relative.
8. Any Correctional Sergeant that wishes to rescind a fully completed bid slip(s) must do so by reporting in person by the close of the bid, 1500 hours on Friday, September 27, 2019, to the Administrative Reports Office Division V, First Floor, (Old Superintendent's Office)

**For further information regarding the above process, please refer to your respective Collective Bargaining Agreement.*

DIVISION SIX

DIVISION	SHIFT	DETAIL	STATUS
Six	2300-0700	4	Vacancy
Six	2300-0700	5	Vacancy
Six	2300-0700	6	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
Six	0700-1500	1	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
Six	1500-2300	1	Vacancy
Six	1500-2300	3	Vacancy
Six	1500-2300	4	Vacancy

RTUT

**Please note: The following positions are 12hr shifts*

DIVISION	SHIFT	DETAIL	STATUS
RTUT	0600-1800	A	Vacancy
RTUT	0900-2100	A	Vacancy
RTUT	1800-0600	A	Vacancy
RTUT	1800-0600	A	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
RTUT	0600-1800	B	Vacancy
RTUT	0900-2100	B	Vacancy
RTUT	1800-0600	B	Vacancy

SMT

**Please note: The following positions are 12hr shifts*

DIVISION	SHIFT	DETAIL	STATUS
SMT	0600-1800	B	Vacancy

DIVISION TEN/CERMAK

DIVISION	SHIFT	DETAIL	STATUS
Ten/Cermak	2300-0700	7	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
Ten/Cermak	0700-1500	3	Vacancy
Ten/Cermak	0700-1500	4	Vacancy
Ten/Cermak	0700-1500	6	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
Ten/Cermak	1500-2300	3	Vacancy

DIVISION ELEVEN

DIVISION	SHIFT	DETAIL	STATUS
Eleven	2300-0700	4	Vacancy
Eleven	2300-0700	7	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
Eleven	1500-2300	2	Vacancy
Eleven	1500-2300	4	Vacancy
Eleven	1500-2300	5	Vacancy

EXTERNAL OPERATIONS

* **APPLICANT MUST MEET ALL OF THE FOLLOWING REQUIREMENTS FOR BIDDING ANY OF THE FOLLOWING POSITIONS WITHIN EXTERNAL OPERATIONS:**

1. **MUST BE IN DEPUTIZED STATUS;**
2. **MUST BE IN POSSESSION OF A CURRENT AND VALID FIREARM'S OWNERS IDENTIFICATION CARD; AND**
3. **MUST BE IN POSSESSION OF A CURRENT AND VALID DRIVER'S LICENSE.**

DIVISION	SHIFT	DETAIL	STATUS
EXOPS	2200-0600	1	Vacancy
EXOPS	2200-0600	5	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
EXOPS	0600-1400	2	Vacancy
EXOPS	0600-1400	3	Vacancy
EXOPS	0600-1400	7	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
EXOPS	1400-2200	4	Vacancy

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RTC

DIVISION	SHIFT	DETAIL	STATUS
RTC	2200-0600	5	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
RTC	0600-1400	3	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
RTC	1400-2200	3	Vacancy

RECORDS

DIVISION	SHIFT	DETAIL	STATUS
RECORDS	2300-0700	2	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
RECORDS	0700-1500	2	Vacancy

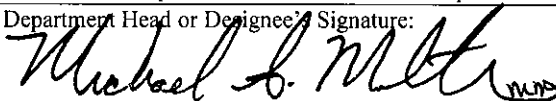
DIVISION	SHIFT	DETAIL	STATUS
RECORDS	1500-2300	4	Vacancy

CENTRAL KITCHEN

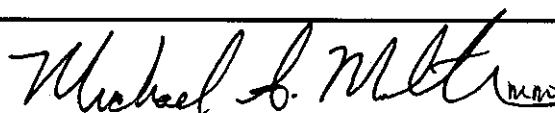
DIVISION	SHIFT	DETAIL	STATUS
Central Kitchen	0700-1500	7	Vacancy

DIVISION	SHIFT	DETAIL	STATUS
Central Kitchen	1500-2300	4	Vacancy

I certify, that no political reasons or factors were considered in any decision I made or action I took relating to this employment action. Further, I do not know of, or have any reason to believe that, anyone else considered or took action based on political reasons or factors with respect to this employment action.

Printed Name:	Department Head or Designee's Signature:	Date:
Michael Miller, First AED of Operations		09/16/2019

SIGNATURE:



- cc: All CCDOC Assistant Executive Directors
- All CCDOC Superintendents
- Marie Rangel, Director, Sheriff's Bureau of Training and Education
- Matthew Burke, Interim Executive Director, Human Resources
- Ngozi Okorafor, Director of Employment Actions,
- Elizabeth Oplawski, Employment Action Compliance Officer, CCSO
- Sgt. R. Boutte, Chief Union Steward (AFSCME - Sgts.)
- File