



DEPARTMENT OF REENTRY AND DIVERSION PROGRAMS

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RASHANDA CARROLL, EXECUTIVE DIRECTOR

THOMAS J. DART

SHERIFF

773-674-2830_{OFFICE} – 773-674-3344_{FAX}

To: All Correctional Rehabilitation Workers

From: Rashanda Carroll, Executive Director

Date: June 15, 2011

Subject: **Correctional Rehabilitation Worker Bid Announcement**

On Friday, November 4, 2011, all Correctional Rehabilitation Workers (CRW) will have the opportunity to place his/her bid for either, divisional general service assignments with a day-off group (Saturday-Sunday), or a grievance processor assignment with day-off groups (Friday-Saturday or Sunday-Monday) in a straight seniority bid transfer process, bid number **DRDP-11-02**. The bid will have one cycle. The attached bid form provides the number of vacancies in each location and/or day-off group.

Each CRW is assigned a specific time-slot, according to seniority, to place his/her bid. The bid process will begin at 8:00a.m. Each CRW must report to the Program Services Central Office 10 minutes prior to his/her scheduled time to place a bid. In the event of an emergency and you are unable to appear at your scheduled time, you are required to immediately call the Program Services Central Office at 773.674.6607.

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.

CRW - General Service

** Denotes the requirement of a female CRW*

Div.1 (16) _____
(14) _____
(14) _____
(14) _____

Div. 2, 3 & 17 (16*) _____
(14*) _____
(14) _____
(14) _____

Div. 4 (16*) _____
(14*) _____

Div. 5 (16) _____
(14) _____
(14) _____

Div. 6 (16) _____
(14) _____
(14) _____

Div. 8 & 10 (16*) _____
(14*) _____
(14) _____

Div. 9 (16) _____
(14) _____
(14) _____

Div. 11 (16) _____
(14) _____
(14) _____

Div. 14 (16) _____

CRW – Grievance Processors

Detail – 2

*Sunday/Monday - Off Duty
7am -3pm*

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

Detail – 7

*Friday/Saturday - Off Duty
7am-3pm*

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____