



HELP FOR JOB SEEKERS



Southern Illinois Edition 2026

Most employers want you to apply on line. Start by checking these employers' websites regularly for current job openings. New positions are posted often.

EDUCATION

• Southern Illinois University Carbondale
jobs.siu.edu *or scan this link*



• John A. Logan College
jalc.edu

• Carbondale Elementary School District #95
ces95.org

• Carbondale Community High School
applitrack.com/carbondale/onlineapp/

HEALTHCARE

• Southern Illinois Healthcare (SIH)
sih.net/careers *or scan this link*



• Deaconess Illinois
deaconess.com/careers

• Shawnee Health
shawneehealth.com/join-our-team

• Centerstone **centerstone.org/careers**

• Addus **addusjobs.com**

• Help at Home **careers.helppathome.com**

MANUFACTURING

• Aisin Manufacturing Illinois **aisinillinois.com**

• Gilster-Mary Lee
gilstermarylee.com/employment

• Intertape Polymer Group
itape.com/careers



• Penn Aluminum
pennaluminum.com/careers

• Com-Pac International **compacind.com**

CONSTRUCTION & INDUSTRIAL

• E.T. Simonds Construction
etsimonds.com/careers

• Samron Midwest Contracting **samron.com**

GOVERNMENT

• State of Illinois **illinois.jobs2web.com**



• USAJobs **usajobs.gov**

Federal employers such as Federal Correctional Complex Marion, Shawnee National Forest, VA Medical Center, Social Security Administration, etc.



USPS **usps.com/careers**

• City of Carbondale **explorecarbondale.com/jobs**

BANKING & FINANCIAL

• Banterra Bank **banterra.bank/careers**

• SIU Credit Union **siucu.org/about/careers**

SERVICES

• Judge Services **judgeservices.com/join-our-team/**

• Wise Cleaning **wisecleaningsolutions.com/career**

IF YOU ARE IN RECOVERY, avoid working where alcohol is sold. Be proactive, protect your sobriety, and choose a recovery-friendly workplace.

EMPLOYERS THAT HIRE ENTRY-LEVEL

WORKERS Search these company names online with the word "careers."

• Walmart	• Kroger	• Burger King
• Dollar Tree	• Home Depot	• Lowe's
• Rural King	• AutoZone	• Five Below
• CVS	• Walgreens	• McDonald's
• Subway	• Domino's	• Aldi
• Papa John's	• Panera Bread	• UPS
• FedEx	• Chick-fil-A	• Pepsi MidAmerica

BEFORE YOU APPLY

- ☐ Create an email account
- ☐ Set up voicemail
- ☐ Gather references
- ☐ Make a list of past employers
- ☐ Create a basic resume
- ☐ Obtain GED or diploma records
- ☐ Arrange for reliable transportation



JOB SEARCH WEBSITES

- Indeed.com or scan this code
- ZipRecruiter.com
- LinkedIn.com/jobs
- Monster.com
- Glassdoor.com • Snagajob.com
- SimplyHired.com • GetWork.com



KEEP YOUR NEXT JOB

Qualities Employers Value:

- Showing up every day
- Being on time
- Positive attitude
- Honesty
- Respectful communication
- Flexibility
- Following instructions
- Teamwork
- Good personal hygiene
- Accept constructive criticism graciously
- Stay off your phone during work hours
- Be willing to learn new skills



Common Reasons People Lose Jobs:

- Repeated lateness
- Missing work
- Poor performance
- Excessive phone use
- Negative attitude
- Theft and Dishonesty
- Substance use on the job
- Harassment or bullying
- Violating company policies

SECOND CHANCES FOR APPLICANTS WITH A RECORD

Illinois Re-Entry Employment Service Program (RESP) **IDES.illinois.gov**
800-244-5631

Qualified employers may receive fidelity bond protection when hiring eligible ex-offenders.

Land of Lincoln Legal Aid **lincolnlegal.org**
877-342-7891 Help with expungement and record sealing for qualifying individuals.

Don't let your past stop your future. Many employers hire individuals who are ready to work and demonstrate reliability.

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TRAINING, RESUME & JOB SEARCH HELP



• **Man-Tra-Con Corporation**
American Job Center **mantracon.org**

Career coaching, resume assistance, job search help, scholarships, training opportunities, apprenticeships, and career planning

Marion Office 618-998-0970
3117 Civic Circle Blvd. Marion, IL 62959

Carbondale Office 618-428-4460
Southern Illinois Multimodal Station
401 S. Illinois Ave. Carbondale, IL 62901

• **CareerOneStop.org** US Dept of Labor
Career exploration, resumes, training, scholarships, and special resources



• **IllinoisWorkNet.com**
Illinois job openings, training grants, apprenticeships, and career planning.

• **GotResumeBuilder.com**
Free online resume builder

EMPLOYMENT & TEMP AGENCIES

Express Employment Professionals
1301 W. Main St. Carbondale, IL
expresspros.com 618-457-1001



HireLevel 3911 W. Ernestine Ln. Marion, IL
hirelevel.com 618-993-9675

StaffQuick 8341 Express Dr., Suite B Marion, IL
staffquickjobs.com 618-998-8200

GED & EDUCATION

GED Information **ged.com**

Logan Academy
jalc.edu 618-985-3741



Earn your GED while training in:

- Welding • HVAC • Automotive
- CNA • Phlebotomy • Hospitality