

Q3 2024 Summary Recruitment Posting Phase Cycle Times Report
June 2024 - August 2024

Bureau	Position Title	Average Pre-Posting Phase Cycle Time* (RTH and Approval to Post)	Recruitment Cycle Time* (Posting to Offer Accepted)	Onboarding Cycle Time* (Offer Accepted to Start Date)	Cycle Time Explanation (When Higher Than Average)	Additional Details
		Data not tracked at Cook County. No industry standards available to use for comparison purposes.	Cook County OUP Full Cycle Recruiting and Onboarding Phase Average: 90 Days			
			National Public Sector Full Cycle Recruiting and Onboarding Phase Average: 119 Days			
Bureau of Technology	COMPUTER OPERATOR III (BUREAU OF TECHNOLOGY) - TEAMSTERS 700	7	114	25	Talent Market Impacts /Recruitment Process Impacts	Applicant Interest / Multiple Offers/ Interview Process Documentation
Bureau of Technology	FULL STACK DEVELOPER (BUREAU OF TECHNOLOGY)- ACTIVELY RECRUITED	7	180	38	County Approvals/Onboarding Process Impacts	Eligible List/Referral Memos DTH Submittal/Pre-employment screening
Capital Planning and Policy	PROJECT DIRECTOR II - (DEPARTMENT OF CAPITAL PLANNING & POLICY) - ACTIVELY RECRUITED	7	134	16	County Approvals Recruiting Process Impacts	Eligible List/Referral Memos Interview Documentation
Contract Compliance	CONTRACT COMPLIANCE OFFICER (OFFICE OF CONTRACT COMPLIANCE) SEIU 73	7	135	47	County Approvals/Onboarding Process Impacts	Eligible List/Referral Memos/Planned Start Date
Facilities Management	JANITOR II (DEPARTMENT OF FACILITIES MANAGEMENT) - SEIU 73 - (VARIOUS LOCATIONS)	7	49	52	Onboarding Process Impacts	Pre-employment Screening
Facilities Management	JANITOR II (DEPARTMENT OF FACILITIES MANAGEMENT) - SEIU 73 - (VARIOUS LOCATIONS)	7	49	61	Onboarding Process Impacts	Planned Start Delay
Facilities Management	JANITOR II (DEPARTMENT OF FACILITIES MANAGEMENT) - SEIU 73 - (VARIOUS LOCATIONS)	7	54	26		
Facilities Management	JANITOR II (DEPARTMENT OF FACILITIES MANAGEMENT) - SEIU 73 - (VARIOUS LOCATIONS)	7	55	25		
Facilities Management	JANITOR II (DEPARTMENT OF FACILITIES MANAGEMENT) - SEIU 73 - (VARIOUS LOCATIONS)	7	60	32	Onboarding Process Impacts	Pre- Employment Screening Delay
Facilities Management	JANITOR II (DEPARTMENT OF FACILITIES MANAGEMENT) - SEIU 73 - (VARIOUS LOCATIONS)	7	4	25		
Facilities Management	OPERATING ENGINEER I (DEPARTMENT OF FACILITIES MANAGEMENT) - COUNTYWIDE - OPR ENG -399	7	41	33	Onboarding Process Impacts	Planned Start Date
Highway	MOTOR VEHICLE DRIVER (ROAD REPAIRMAN) (DEPARTMENT OF TRANSPORTATION AND HIGHWAYS) - TEAMSTER LOCAL 700 - COUPE HIRING FAIR	7	7	42		
Highway	MOTOR VEHICLE DRIVER (ROAD REPAIRMAN) (DEPARTMENT OF TRANSPORTATION AND HIGHWAYS) - TEAMSTER LOCAL 700 - COUPE HIRING FAIR	7	7	42		
Highway	MOTOR VEHICLE DRIVER (ROAD REPAIRMAN) (DEPARTMENT OF TRANSPORTATION AND HIGHWAYS) - TEAMSTER LOCAL 700 - COUPE HIRING FAIR	7	139	45	Recruiting Process Impacts/Onboarding Process Impacts	Multiple Vacancies/Planned Start Delay
Highway	MOTOR VEHICLE DRIVER (ROAD REPAIRMAN) (DEPARTMENT OF TRANSPORTATION AND HIGHWAYS) - TEAMSTER LOCAL 700 - COUPE HIRING FAIR	7	139	45	Recruiting Process Impacts/Onboarding Process Impacts	Multiple Vacancies/Planned Start Delay
Medical Examiner	ASSISTANT MEDICAL EXAMINER (MEDICAL EXAMINER OFFICE) ACTIVELY RECRUITED - SEIU 20	7	31	33	Onboarding Process Impacts	Planned Start Delay
Medical Examiner	FORENSIC PATHOLOGY FELLOW (MEDICAL EXAMINER OFFICE) - ACTIVELY RECRUITED	7	186	33	Talent Market Impacts/Onboarding Process Impacts	Applicant interest/Revisions and Repost/Planned Start Delay
Medical Examiner	FORENSIC PATHOLOGY FELLOW (MEDICAL EXAMINER OFFICE) - ACTIVELY RECRUITED	7	187	33	Talent Market Impacts/Onboarding Process Impacts	Applicant interest/Revisions and Repost/Planned Start Delay
Public Defender	MENTAL HEALTH CLINICIAN (OFFICE OF THE PUBLIC DEFENDER) AFSCOME 3696 (Mental Health Unit)	7	136	34	Onboarding Process Impacts	Planned Start Delay
Purchasing Agent	SENIOR CONTRACT NEGOTIATOR (PROCUREMENT) - ACTIVELY RECRUITED	7	139	27	County Approvals Recruiting Process Impacts	Eligible List/Referral Memos DTH Submittal Interview Documentation
Planning & Development	PROJECT COORDINATOR (PLANNING AND DEVELOPMENT)	7	115	35	Onboarding Process Impacts	Planned Start Delay
Planning & Development	PROJECT COORDINATOR (PLANNING AND DEVELOPMENT)	7	125	32	Onboarding Process Impacts	Planned Start Delay
Emergency Management and Regional Services	TRAINING AND EXERCISE COORDINATOR (DEPARTMENT OF EMERGENCY MANAGEMENT AND REGIONAL SECURITY) AFSCOME 1767	7	46	28		
Medical Examiner	MEDICOLEGAL DEATH INVESTIGATOR AFSCOME 1767 (MEDICAL EXAMINER'S OFFICE)	7	63	27	County Approvals	Eligible List/Referral Memos
Medical Examiner	MEDICOLEGAL DEATH INVESTIGATOR AFSCOME 1767 (MEDICAL EXAMINER'S OFFICE)	7	105	18	Talent Market Impacts	Applicant interest/Multiple Offers
Medical Examiner	MEDICOLEGAL DEATH INVESTIGATOR AFSCOME 1767 (MEDICAL EXAMINER'S OFFICE)	7	62	26	County Approvals	Eligible List/Referral Memos
Office of the Chief Administrative Officer	MULTIMEDIA SPECIALIST (OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER - COMMUNICATIONS)- ACTIVELY RECRUITED	7	76	26	Recruiting Process Impacts/Onboarding Process Impacts	Planned Start Delay
Office of the Chief Administrative Officer	MULTIMEDIA SPECIALIST (OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER - COMMUNICATIONS)- ACTIVELY RECRUITED	7	84	24	Recruiting Process Impacts Talent Market Impacts	Interview Documentation Extended Acceptance Determination
Law Library	Accountant II (LAW LIBRARY) - SEIU 73	7	123	28	R&H Capacity County Approvals	Workload Eligible Lists/Referral Memos
Medical Examiner	SUPERVISOR, DEATH INVESTIGATIONS (MEDICAL EXAMINER'S OFFICE) - GRANT FUNDED ACTIVELY RECRUITED	7	37	10		
Medical Examiner	GRIEF COUNSELOR AFSCOME 1276 (MEDICAL EXAMINER'S OFFICE)	7	103	48	County Approvals/ /Recruiting Process Impacts/Onboarding Process Impacts Talent Market Impacts	Eligible List/Referral Memos Interview Documentation Applicant interest/Multiple Offers/Pre-employment screening
Comptroller	MANAGER, PAYROLL (OFFICE OF THE COMPTROLLER) ACTIVELY RECRUITED	7	49	10		
Planning & Development	SYSTEMS ANALYST III (OFFICE OF ECONOMIC DEVELOPMENT)	7	75	27	County Approvals	Eligible List/Referral Memos
Planning & Development	ECONOMIC DEVELOPMENT PROGRAM MANAGER (OFFICE OF ECONOMIC DEVELOPMENT) - AFFORDABLE HOUSING PROGRAMS	7	142	25	Talent Market Impacts	Applicant interest/Multiple Offers
Facilities Management	LEAD CONSTRUCTION MANAGER (DEPARTMENT OF FACILITIES MANAGEMENT) ACTIVELY RECRUITED	7	60	27		
Human Resources	SENIOR MANAGER, TALENT ACQUISITION (BUREAU OF HUMAN RESOURCES) - ACTIVELY RECRUITED	7	118	31	Recruiting Process Impacts/Onboarding Process Impacts	Interview Documentation/Pre-employment Screening
Human Resources	ADMINISTRATIVE ANALYST I - SECRETARY TO THE BOARD OF COMMISSIONERS	7	101	17	Recruiting Process Impacts County Approvals	Interview Documentation DTH Submittal/Offer Drafts
Land Bank Authority	ACQUISITIONS SPECIALIST (Cook County Land Bank Authority)	7	68	27	County Approvals/Onboarding Process Impacts	Planned Start Delay
Facilities Management	BRICKLAYER FOREMAN (DEPARTMENT OF FACILITIES MANAGEMENT) COUPE BRICK 17	7	43	4		
Bureau of Technology	SENIOR APPLICATION SUPPORT ANALYST (BUREAU OF TECHNOLOGY)	7	76	25	County Approvals Talent Market Impacts	Eligible List/Referral Memos Applicant interest/Multiple Offers

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Bureau of Technology	QUALITY ASSURANCE LEAD (BUREAU OF TECHNOLOGY) - ACTIVELY RECRUITED	7	111	15	County Approvals Recruiting Process Impacts/Onboarding Impacts	Eligible List/Referral Memos DTH Submittal Interview Documentation/Pre-employment screening/Planned Start Date
Facilities Management	PAINTER (DEPARTMENT OF FACILITIES MANAGEMENT) (COUPE LOCAL 14)	7	35	28		
Facilities Management	PAINTER (DEPARTMENT OF FACILITIES MANAGEMENT) (COUPE LOCAL 14)	7	6	38	Onboarding Process Impacts	Pre-employment Screening
Contract Compliance	COMMUNITY OUTREACH COORDINATOR (CONTRACT COMPLIANCE)	7	154	32	Talent Market Impacts/Onboarding Process Impacts	Applicant interest/Multiple Offers Extended Acceptance Determination/Planned Start Date
Contract Compliance	COMMUNITY OUTREACH COORDINATOR (CONTRACT COMPLIANCE)	7	190	26	Talent Market Impacts	
Contract Compliance	PROGRAM MANAGER (CONTRACT COMPLIANCE)	7	151	54	County Approvals/Onboarding Process Impacts/ Talent Market Impacts	Eligible List/Referral Memos/Pre-Employment Screening
Contract Compliance	PROGRAM MANAGER (CONTRACT COMPLIANCE)	7	154	59	County Approvals /Onboarding Process Impacts	Planned Start Delay
Contract Compliance	DATA ANALYST(CONTRACT COMPLIANCE)	7	171	34	County Approvals/Onboarding Process Impacts/ Talent Market Impacts	Eligible List/Referral Memos Applicant interest/Multiple Offers Extended Acceptance Determination/Planned Start Delay
Bureau of Technology	VENDOR AND CONTRACT MANAGER - BUREAU OF TECHNOLOGY	7	68	24	Talent Market Impacts	Extended Acceptance Determination
Revenue	CASHIER (DEPARTMENT OF REVENUE) AFSCME 3696	7	190	24	Talent Market Impacts	Applicant interest/Multiple Offers
Revenue	REVENUE ASSESSMENT ANALYST II (DEPARTMENT OF REVENUE) AFSCME 9696	7	60	11		
Bureau of Technology	LEAD INFORMATION SECURITY SPECIALIST - BUREAU OF TECHNOLOGY	7	38	16		
Budget and Management Services	SENIOR BUDGET ANALYST (BUDGET & MANAGEMENT SERVICES)	7	54	10		
Revenue	SUPERVISOR, AUDIT (DEPARTMENT OF REVENUE)- ACTIVELY RECRUITED	7	60	14		
Risk Management	RISK MANAGEMENT ANALYST (DEPARTMENT OF RISK MANAGEMENT)	7	58	26		
Office of the President	SENIOR CRM APPLICATION ADMINISTRATOR - (BUREAU OF TECHNOLOGY)- ACTIVELY RECRUITED	7	48	27	Onboarding Process Impacts	Planned Start Delay
Facilities Management	CARPENTER (DEPARTMENT OF FACILITIES MANAGEMENT) COUPE -CARP 13 COUNTYWIDE	7	42	27		
Emergency Management and Regional Services	GRANT ANALYST (EMERGENCY MANAGEMENT AND REGIONAL SECURITY)	7	129	16	Talent Market Impacts	Applicant interest/Multiple Offers
Emergency Management and Regional Services	GRANT ANALYST (EMERGENCY MANAGEMENT AND REGIONAL SECURITY)	7	114	40	Talent Market Impacts/Onboarding Process Impacts	Pre-employment Screening Delay
Comptroller	ASSOCIATE GRANT ANALYST (COMPTROLLER'S OFFICE)	7	29	19		
Bureau of Technology	MANAGER OF INFORMATION SECURITY RISK AND COMPLIANCE - (BUREAU OF TECHNOLOGY) - ACTIVELY RECRUITED	7	67	11	County Approvals	Promo
Highway	DIRECTOR OF FINANCIAL CONTROL II (DOFH)	7	187	22	County Approvals Recruiting Process Impacts	Eligible List/Referral Memos Interview Documentation
Highway	FACILITIES AND EQUIPMENT MANAGER (DEPARTMENT OF TRANSPORTATION AND HIGHWAYS)	7	118	3	County Approvals	Offer Drafts
Highway	SAFETY AND TRAINING MANAGER (DEPARTMENT OF TRANSPORTATION AND HIGHWAYS) ACTIVELY RECRUITED	7	87	28	County Approvals/Onboarding Process Impacts Talent Market Impacts/Onboarding Process Impacts	Eligible List/Referral Memos/Pre-employment Screening
Bureau of Technology	ADMINISTRATIVE ASSISTANT III (BUREAU OF TECHNOLOGY) - SEIU 73	7	78	13	Recruiting Process Impacts	Interview Documentation
Bureau of Technology	APPLICATION DEVELOPER (BUREAU OF TECHNOLOGY) - SEIU 73	7	100	26	County Approvals/Onboarding Process Impacts	Eligible List/Referral Memos/Document Return Delay
Comptroller	SUPERVISOR, ACCOUNTS PAYABLE (COMPTROLLER'S OFFICE) ACTIVELY RECRUITED	7	32	0		
Comptroller	CENTRAL PAYROLL PROCESSOR III (COMPTROLLER'S OFFICE) SEIU 73	7	46	13		
Comptroller	CENTRAL PAYROLL PROCESSOR III (COMPTROLLER'S OFFICE) SEIU 73	7	46	13		
Public Defender	ADMINISTRATIVE ASSISTANT I (OFFICE OF THE PUBLIC DEFENDER) AFSCME 3696 - VARIOUS LOCATIONS	7	52	27		
Public Defender	ADMINISTRATIVE ASSISTANT I (OFFICE OF THE PUBLIC DEFENDER) AFSCME 3696 - VARIOUS LOCATIONS	7	54	83	Onboarding Process Impacts	Planned Start Delay/Document Return Delay
Bureau of Technology	SENIOR PROJECT MANAGER - BUREAU OF TECHNOLOGY - SEIU 73	7	30	13		
Bureau of Technology	SYSTEM SOFTWARE PROGRAMMER III - (BUREAU OF TECHNOLOGY)- TEAMSTERS LOCAL 700	7	51	41	Onboarding Process Impacts	Pre-employment Screening Delay
Bureau of Technology	FIELD TECHNICIAN I (BUREAU OF TECHNOLOGY) - SEIU 73	7	62	25	County Approvals	Eligible List/Referral Memos
Bureau of Technology	ENTERPRISE IT OPERATIONS SUPPORT MANAGER - (BUREAU OF TECHNOLOGY) - ACTIVELY RECRUITED	7	78	27	County Approvals	DTH Submittal/Offer Drafts/Pre-employment screening
Bureau of Technology	ADMINISTRATIVE ASSISTANT II (BUREAU OF TECHNOLOGY) - SEIU 73	7	52	28		
Bureau of Technology	APPLICATION SUPPORT ANALYST (BUREAU OF TECHNOLOGY) SEIU 73	7	89	20	County Approvals	
Bureau of Technology	APPLICATION SUPPORT ANALYST (BUREAU OF TECHNOLOGY) SEIU 73	7	106	27	County Approvals Talent Market Impacts	
Facilities Management	PLUMBER (DEPARTMENT OF FACILITIES MANAGEMENT) LOCATION COUNTY-WIDE COUPE - PLMBR 130	7	54	32	Onboarding Process Impacts	Pre-employment Screening
Facilities Management	PLUMBER (DEPARTMENT OF FACILITIES MANAGEMENT) LOCATION COUNTY-WIDE COUPE - PLMBR 130	7	56	29		
Facilities Management	TINSMITH (DEPARTMENT OF FACILITIES MANAGEMENT) LOCATION - COUNTY-WIDE - COUPE SHEET METAL WORKER 73	7	53	24	Onboarding Process Impacts	Planned Start Delay/Document Return Delay
Bureau of Technology	IT APPLICATION TECHNICAL LEAD - (BUREAU OF TECHNOLOGY)- ACTIVELY RECRUITED	7	86	26	County Approvals Recruiting Process Impacts	
Bureau of Technology	IT APPLICATION TECHNICAL LEAD - (BUREAU OF TECHNOLOGY)- ACTIVELY RECRUITED	7	86	26	County Approvals Recruiting Process Impacts	
Public Defender	ASSISTANT PUBLIC DEFENDER (ATTORNEY SUPERVISOR - DOS) (OFFICES OF THE PUBLIC DEFENDER) -Actively Recruited (Family Defense of Forensic Science)	7	148	13	Recruiting Process Impacts County Approvals	Interview Documentation DTH Submittal/Offer Drafts

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Public Defender	ASSISTANT PUBLIC DEFENDER (ATTORNEY SUPERVISOR - DOS) (OFFICES OF THE PUBLIC DEFENDER) - Actively Recruited (Family Defense or Forensic Science)	7	148	13	Recruiting Process Impacts County Approvals	Interview Documentation DTH Submittal/Offer Drafts
Facilities Management	OPERATING ENGINEER II (DEPARTMENT OF FACILITIES MANAGEMENT) - COUNTYWIDE - OPR ENG - 399	7	34	4		
Facilities Management	OPERATING ENGINEER II (DEPARTMENT OF FACILITIES MANAGEMENT) - COUNTYWIDE - OPR ENG - 399	7	35	3		
Facilities Management	OPERATING ENGINEER I (DEPARTMENT OF FACILITIES MANAGEMENT) - COUNTYWIDE - OPR ENG - 399	7	66	26	Talent Market Impacts	Applicant interest/Multiple Offers
Facilities Management	OPERATING ENGINEER I (DEPARTMENT OF FACILITIES MANAGEMENT) - COUNTYWIDE - OPR ENG - 399	7	64	28	Talent Market impacts	Applicant interest/Multiple Offers
Bureau of Technology	INFORMATION SECURITY ANALYST - (BUREAU OF TECHNOLOGY)	7	94	39	County Approvals/Onboarding Process Impacts Talent Market Impacts	Eligible List/Referral Memos DTH Submittal/Offer Drafts Extended Acceptance Determination/Pre-employment screening
Bureau of Technology	INFORMATION SECURITY ANALYST - (BUREAU OF TECHNOLOGY)	7	102	32	County Approvals Talent Market Impacts/Onboarding Process Impacts	Eligible List/Referral Memos/Pre- Employment Screening DTH Submittal/Offer Drafts Extended Acceptance Determination/pre-employment screening
Facilities Management	OPERATING ENGINEER I (DEPARTMENT OF FACILITIES MANAGEMENT) IEOU LOCAL 399 - VARIOUS LOCATIONS	7	48	35	Onboarding Process Impacts	Pre-employment Screening
Emergency Management and Regional Services	REGIONAL COORDINATOR- DEPARTMENT OF EMERGENCY MANAGEMENT AND REGIONAL SECURITY (AFSCME 1767)	7	20	20		
Public Defender	ASSISTANT PUBLIC DEFENDER (ATTORNEY SUPERVISOR) EMPLOYMENT COUNSEL (OFFICE OF THE PUBLIC DEFENDER) - Actively Recruited	7	150	12	County Approvals Talent Market Impacts	Eligible List/Referral Memos Applicant interest/Multiple Offers
*Based on calendar days.						
Explanation Legend	Talent Market Impacts	Onboarding Process Impacts	R&H Capacity			
Additional Details	Applicant interest/Multiple Offers - Talent market challenges resulted in postings receiving no applicants, no qualified applicants, multiple offers extended, or applicants that declined Cook County offer(s)	Planned Start Delay - Start date was set for a future date or delayed by the new hire due to notice to current employer or relocation	Scheduling - Department or BHR scheduling for critical meetings related to R&H process			
	Extended Acceptance Determination - Salary negotiations	Pre-employment Screening - Receipt or review of pre-employment screening information caused delay	Workload - Number of jobs in queue was heavy and caused a delay			
	Applicant interest/Revisions and Repost - Talent market challenges resulted in repostings and changes to job descriptions	Document Return Delay - Delay in submission of onboarding documents by new hire				
		Accommodation Request - New hire request for an accommodation caused a delay in onboarding				
		Future Hires - Positions where industry standards dictate recruiting in advance of the established start date				