



## **JOB ANNOUNCEMENT**

### **AVIATION SAFETY DIRECTOR CHICAGO DEPARTMENT OF AVIATION Safety Division**

**Number of Positions: 3**

**(Additional vacancies possible pending budget approval)**

**Starting Salary: \$89,112.00 (BX18)**

**Applications for this position will be accepted until 11:59pm CDT on 5/14/2026.**

### **ESSENTIAL DUTIES**

- Assigns, supervises, and reviews the work of Safety Specialists engaged in the inspection of airport construction projects to ensure adherence to established safety requirements.
- Serves as liaison between local and federal governmental agencies (e.g., IDOL, OSHA compliance, FAA) and integrates safety practices into daily work activities of City employees, private contractors, and airport tenants (e.g., airline staff, concessionaires, ground transportation companies).
- Serves as a liaison, coordinates and performs site inspections to ensure compliance with regulations and CDA Constructions Safety Manual (CAS) as it relates/pertains to and/or during construction projects.
- Supervises and participates in the assessment of safety hazards at airport facilities and documents findings to mitigate identified risks for employees, contractors, and airport tenants.
- Develop and recommend new and modified safety policies and establish work practices to address daily operations within the airports for CDA employees.
- Conducts advanced investigations occurring at the airport to assist insurance carriers in pending litigation cases and to communicate findings to legal counsel.
- Conducts and facilitates training for subordinate staff and communicates new or modified safety guidelines and requirements to the department.
- Advises and participates in safety committees responsible for the implementation of safety work procedures for department activities, terminal operations, and construction projects.
- Research and make recommendations for the purchase of airport safety resources including materials, equipment, and professional services.

- Oversees and participates in the updating and licensing requirements of related equipment used throughout the airport (e.g., scanning and X-ray machines).
- Prepare reports summarizing goals and objectives of comprehensive safety plans.
- Participates in the department's Safety Management System (SMS) team and coordinates safety procedures related to emergency management and preparedness drills and exercises.
- Keeps abreast of existing and new legislation to ensure compliance with applicable federal, state and local safety requirements. Performs other related duties as required.  
*Additional duties may be required for this position*

**Location:** O'Hare and Midway International Airports, Chicago  
**Days:** Monday through Friday  
**Hours:** 9:00 a.m. – 5:00 p.m.

**THIS POSITION IS EXEMPT FROM THE CAREER SERVICE**

**Qualifications**

**MINIMUM QUALIFICATIONS:** Graduation from an accredited college or university with a Bachelor's degree in Safety Management, Aviation Management, Public Administration or a directly related field, PLUS three (3) years of work experience in developing and managing safety programs, of which one (1) year is in a supervisory role related to the responsibilities of the position, **OR** Graduation from an accredited college or university with a Master's degree or higher in Safety Management, Aviation Management, Public Administration or a directly related field, PLUS two (2) years of work experience in developing and managing safety programs, of which one (1) year is in a supervisory role related to the responsibilities of the position.

**NOTE: The candidate selected for hire must pass an airport background check and a Security Threat Assessment (STA)**

**NOTE: A valid State of Illinois driver's license is required.**

**NOTE: May be on call 24/7 depending on operational needs**

**SELECTION REQUIREMENTS:** This position requires applicants to complete an interview. Interviewed candidates possessing the qualifications best suited to fulfill the responsibilities of the position will be hired.

**For Information on our employees benefits please visit our benefits website at:**

<https://www.chicago.gov/city/en/depts/fin/benefits-office.html>

**For Information on our salary and title structure visit our classifications website at:**

[https://www.chicago.gov/content/dam/city/depts/dhr/supp\\_info/JobClassification/2025 Classification and Pay Plan.pdf](https://www.chicago.gov/content/dam/city/depts/dhr/supp_info/JobClassification/2025_Classification_and_Pay_Plan.pdf)

**APPLICATION EVALUATION:** Initial evaluation will be based on information provided on the application and the documents submitted. The Department of Human Resource staff will review applications after the final posting date. Staff will follow all required Employment/Hiring Plan provisions, federal, state and local laws, and Collective Bargaining Agreements when applicable. Staff will apply hiring preferences as required by the municipal code. Placement on an eligibility list is not an offer or guarantee of an interview nor employment with the City of Chicago.

**COMMITMENT TO DIVERSITY:** To further our commitment to hiring applicants with diverse experience the City of Chicago has adopted the following ordinances 2-74-020 and 2-74-075. The ordinances provide a preference for applicants who meet minimum qualifications and who are veterans of the Armed Forces, and/or residents of Socio-Economically Disadvantaged Areas (SEDA) and/or Chicago Public School (CPS) high school graduates to be referred to departments for consideration. ***These hiring preferences do not apply to bidders, as Collective Bargaining Agreements define the hiring process for bidders. For positions covered by a collective bargaining agreement, bidders will be considered before external candidates.*** To learn more about our hiring practices [click here.](#)

**ALL REFERENCES TO POLITICAL SPONSORSHIP OR RECOMMENDATION MUST BE OMITTED FROM ALL APPLICATION MATERIALS SUBMITTED FOR CITY EMPLOYMENT.**

**The City of Chicago is an Equal Employment Opportunity, Military Friendly, and Fair Chance Employer.**

**City of Chicago**  
Brandon Johnson, Mayor

Here is the link to the City of Chicago website:

<https://chicago.taleo.net/careersection/100/jobsearch.ftl?lang>

[\*\*Job Search - Basic Search - Taleo\*\*](#)

**FOLLOW THE STEPS BELOW TO VIEW THE OPEN POSITION AT THE CDA**

1. Visit [flychicago.com/jobs](http://flychicago.com/jobs) or click the link above.
2. Click on the current open position at CDA.
3. Select the position – Aviation Safety Director – Both

**Aviation Safety Director (Both)**

**\$89,112.00**

**Job #416668**

**04/15/26 - 05/14/26**

1. The applicant must create a Candidate Profile to apply for the position. Once a profile is set up, the applicant will receive email alerts for new positions in the area of interest.
2. Job postings will remain online for a minimum of 14 business days.
3. All information must be completed on the application. The following documents should be attached (resume, cover letter, and transcripts.)