



JOB ANNOUNCEMENT

BID/JOB ANNOUNCEMENT

SAFETY SPECIALIST, V13

Chicago Department of Aviation

Safety Division

Number of Positions: 2(Two)

(Additional vacancies possible pending budget approval)

Starting Salary: \$70,740.00

This position is open to the public and all current City employees covered under the City's collective bargaining agreement with **Local 1001 of the LABORERS INTERNATIONAL UNION OF NORTH AMERICA (BARGAINING UNIT#54)**. Only employees in City job titles in this bargaining unit are eligible to bid.

BID INSTRUCTIONS: Apply on the bid

site: <https://chicago.taleo.net/careersection/103/jobsearch.ftl?lang=en> AND

1. Check the box on your profile titled "Currently employed by the City of Chicago"
2. Enter your employee ID (located on your pay stub labeled 'payee/employee number')
3. Select your correct bargaining unit

FAILURE TO FOLLOW THESE INSTRUCTIONS WILL RESULT IN A REJECTED BID APPLICATION

Applications for this position will be accepted until 11:59pm CDT on September 21, 2026.

Under supervision, inspects safety and accident prevention practices in the workplace, and performs related duties as required.

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, 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 Construction Safety Manual (CAS) as it relates/pertains to and/or during construction projects.
- Develops and updates CDA Safety Programs and/or Policies.
- 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 makes recommendations for the purchase of airport safety resources including materials, equipment, and professional services.
- Oversee 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: Aviation Public Safety Building, 850 Patton Drive, Chicago
Days/Shift: Monday through Friday (During Training Period)
Hours: 2:00 PM – 10:00 PM (During Training Period)
Hours: 8:30 AM - 4:30 PM (After Training Period)
Reporting Hours: Varies, based on operational needs. May include partial weekends and/or evening shifts.

NOTE: This is a 24/7 on-call operation, will be subject to overtime based on operational needs.

THIS POSITION IS IN THE CAREER SERVICE

Qualifications

MINIMUM QUALIFICATIONS

Education, Training, and Experience

Two (2) years of experience in accident prevention and safety inspection work, **OR**

Graduation from an accredited college or university with an Associate's degree or higher, plus one (1) year of work experience in accident prevention and safety inspection work

NOTE: The candidate selected for hire must pass an airport background check and a Security Threat

Assessment (STA).

NOTE: Must obtain airfield certification within six months of hire.

NOTE: This position is required to work 24/7/365.

NOTE: This position requires a VALID LICENSE at the time of hire.

NOTE: Must obtain and maintain basic airfield driving certification (Yellow Stripe) within six months of hire.

PHYSICAL REQUIREMENTS

- Some lifting (up to 25 pounds) is required
- Ability to walk and stand for extended or continuous periods of time
- Ability to work various hours/shifts

SELECTION REQUIREMENTS

This position requires applicants to **PASS** a written test / skills assessment test with multiple components **IN ORDER** to be interviewed. Interviewed **Bidders** possessing the qualifications best suited to fulfill the responsibilities of the position

will be hired in **seniority order** and according to the collective bargaining agreement. Interviewed **Non-Bidders** possessing the qualifications best suited to fulfill the responsibilities of the position will be selected.

APPLICATION EVALUATION: Initial evaluation will be based on information provided on the application and the documents submitted. Department of Human Resource staff will review applications after the final posting date. Staff will follow any and 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 to 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 and Military Friendly Employer.

The City of Chicago is committed to providing fair chance hiring and welcomes applicants with past convictions, recognizing the value of a diverse workforce and the potential for growth and positive change.

**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 or click the link above.
2. Click on the current open position at CDA.
3. Select the position – **Safety Specialist – O’Hare**

Safety Specialist (O’Hare)

\$70,000.00

Job #416246

09/04/26 - 09/21/26

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.)