CLASS TITLE:  Aviation Safety Director

CHARACTERISTICS OF THE CLASS: Under general direction develops, establishes and coordinates airport safety and security rules, regulations and procedures for the City's airports; and performs related duties as required.

EXAMPLES OF DUTIES: Acts as liaison between OSHA, FAA, various airline operators, insurance brokers and the City of Chicago to ensure compliance with various safety regulations; provides recommendations relative to airport operations, maintenance and emergency procedures; provides recommendations to improve aeronautical services provided for aircraft operators and others using the airfields; serves on the O'Hare Safety and Maintenance Manager Committee supervises the activities of Safety Specialists in daily inspections and rehabilitation construction projects; creates and broadens employee safety related programs; coordinates activities with safety personnel of major construction firms operating at the airports and maintains an inspection profile of construction activity; develops procedures for the inspections conducted to determine needed repairs on maintenance.

Recommends changes in airport safety regulations or operating practices; develops procedures to be followed in accident cases and for cooperation and coordination among control tower, fire, police, tenant and Department of Aviation personnel during emergencies; coordinates the acquisition and training of volunteers for the Cardio-Pulmonary Resuscitation Program; maintains a reserve of emergency medical supplies and equipment for use in a disaster; maintains the triage and X-ray trailers and has suspicious packages examined; responsible for the maintenance of a variety of reports.

DESIRABLE MINIMUM QUALIFICATIONS:

Training and Experience. Graduation from an accredited college or university with a Bachelor's degree in Safety Management or related degree, supplemented by four years of progressively responsible experience in administering safety and accident prevention programs including two years of supervisory experience, or an equivalent combination of training and experience.

Knowledge, Abilities and Skill. Thorough knowledge of departmental rules and regulations. Considerable knowledge of pertinent ordinances, codes, laws and statutes. Thorough knowledge of modern principles and practices as utilized in the safety management of an airport.
CLASS TITLE: Aviation Safety Director Cont'd

Ability to plan, organize, assign, direct and inspect the work of subordinates. Ability to exercise good judgment in evaluating situations and making decisions. Ability to perform inspectional, operational, and administrative duties with reference to airport operations.

Considerable skill in the application of modern principles and practices of airport safety management. Excellent oral and written communication skills.

March, 1991