



CTA Weekly Job Postings



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Req No.	Title	JobType	Professional Area - Name	Brief Description	Location	Expires
19000093	Bus Operator	Part-time Temporary (PTT)	Bus Operations	Operates a bus over an established route adhering to predetermined schedule in a safe, efficient and courteous manner to allow passengers to board, travel and alight at scheduled stops.	Chicago, Illinois	11/07/2020
2000005V	Strategic Planner	Full-time Permanent (FTP)	Strategic Planning	Under direction, supports the development of comprehensive transportation plans that serve as a guide for future transportation projects and development of long-term goals and strategic objectives for CTA. Works with other Planning staff and other departments/agencies as needed in the oversight and execution of planning and project activities pertaining to capital investments, bus and rail system improvements, transit-focused urban planning and public policy strategies, and transit-focused research regarding customer demographics, travel behavior, and preferences. Assists in all areas of Strategic Planning for the CTA.	Chicago, Illinois	10/16/2020
20000061	Vice President, Rail Station Management	Full-time Permanent (FTP)	Rail Maintenance	This dynamic leader ensures that all rail stations are safe, healthy, clean, and properly maintained as well as staffed with knowledgeable, friendly, and customer-focused employees. Putting industry-leading practices in place, he or she plans, directs, and coordinates personnel, programs, and operations in customer service, custodial services, and staff performance relating to all aspects of Rail Station Management. This person will serve as a cultural leader in order to inspire a positive customer experience through friendly and engaged staff.	Chicago, Illinois	10/09/2020
20000067	Senior Network Architect	Full-time Permanent (FTP)	Information Technology	Under direction, provides technical expertise and applies complex network design principles and methodologies in the planning and design of the Authority's network system development and operations. Evaluates specifications of a network's components as they relate to the Authority's operations, and spearheads the efforts to develop the Authority's "NextGen" network systems with the goal of providing a cost-effective, scalable, and reliable network systems environment.	Chicago, Illinois	10/09/2020
20000068	Manager, External Electronic Communications	Full-time Permanent (FTP)	Communications	Oversees the customer-friendly, innovative website and online presence for the CTA, maximizing agency digital channels as a customer communications toolkit. Responsible for management of the website, working closely with CTA departments to ensure that content is up-to-date, accurate, and user-friendly.	Chicago, Illinois	10/16/2020
20000069	Coordinator, Personnel & Budget	Full-time Permanent (FTP)	Miscellaneous	Under general supervision, plans and coordinates the development, preparation, and monitoring of labor resources within assigned Bus or Rail division. Provides essential support in maintaining and supporting the current and future needs for personnel in order to maintain daily service of the Authority.	Chicago, Illinois	10/16/2020
2000006A	Legal Assistant	Full-time Permanent (FTP)	Law	Under general supervision, performs clerical, administrative, and general office duties in support of Authority attorneys and projects within the Law Department. Creates, modifies, prepares, and proofreads documents related to attorney's work. - Researches, collects, and assembles documents, as requested by attorneys.	Chicago, Illinois	10/16/2020
2000006B	Machinist (Frog Shop)	Full-time Permanent (FTP)	Track Maintenance	Works under the supervision of the Frog Shop Foreman. Sets-up, operates, and maintains the Shapers and Planers, and operates other power-operated units to machine and do other work on rail plates, frogs, rails, etc., to be used on special track layouts at various locations. Grinds and shapes cutting tools as required, and performs miscellaneous bench duties as assigned by the Frog Shop Foreman.	Chicago, Illinois	10/16/2020

2000006D	Senior Administrator, Procurement	Full-time Permanent (FTP)	Purchasing/Warehousing	Under general supervision, handles all purchasing and related contract administration activities within an area of the department, procuring the goods and services necessary for the daily operations of the Authority, maintenance of its rolling stock and physical plant, and construction of capital projects.	Chicago, Illinois	10/23/2020
2000006E	Data Analyst, Diversity Programs	Full-time Permanent (FTP)	Diversity & Small Business Compliance	Under general supervision, plans, coordinates, and oversees reporting, analytics, and research projects for the Authority's Disadvantaged Business Enterprise (DBE), Small Business Enterprise (SBE), Labor Compliance, and Workforce Initiatives Programs	Chicago, Illinois	10/23/2020
2000006G	Coordinator, Title VI and Affirmative Action	Full-time Permanent (FTP)	Diversity & Small Business Compliance	Under general supervision, the Coordinator, Title VI and Affirmative Action is responsible for the development of the Authority's Limited English Proficiency (LEP) Plan. Provides consultation, guidance, technical assistance and compliance support to HR and other organizational stakeholders to enhance diversity and inclusion outreach programs and improve recruitment and retention of women and minority staff, especially in underutilized job groups (i.e. Individuals with Disabilities and Veterans).	Chicago, Illinois	10/30/2020
2000006H	Director, Training and Instruction	Full-time Permanent (FTP)	Training and Instruction	Supports and operationalizes the mission of Training and Workforce Development (TWD) through designing and implementing job-related and safety-focused learning systems in support of CTA's workforce. Accountable for developing Training and Instruction organizational goals, implementing action steps, and achieving results, while ensuring alignment with TWD and CTA objectives. Supervises and develops a team of transit, training and safety professionals.	Chicago, Illinois	10/23/2020
2000006I	Manager, Administration - Rail	Full-time Permanent (FTP)	Rail Operations	Supervises and coordinates administrative activities and programs in support of maintenance, transportation, and customer assistance functions within assigned locations and terminals. Plans, directs, and monitors key administrative functions for all personnel to ensure compliance with Authority and federal and state rules and regulations.	Chicago, Illinois	10/23/2020
2000006F	Stockroom Clerk - Bus	Full-time Permanent (FTP)	Purchasing	Receives, stores, and maintains materials used to supply maintenance at assigned locations.	Chicago, Illinois	10/23/2020
2000006J	Legal Assistant - Labor and Employment	Full-time Permanent (FTP)	General Counsel	Under general supervision, performs clerical, administrative, and general office duties in support of Authority attorneys and projects within the Labor and Employment Section. Assists the Deputy General Counsel and Managing Attorney.	Chicago, Illinois	10/23/2020


