

Career Opportunity:

Title: Safety Specialist

FLSA: Non-exempt (Part-time; up to 13 hours per week)

Location: Breakthrough-FamilyPlex 3219 W. Carroll Avenue Chicago, IL 60624

We Are Breakthrough-FamilyPlex

The Breakthrough FamilyPlex is designed to support our neighbors by empowering them to live fuller, healthier lives; and their children by inspiring them to envision possibilities they didn't see before.

Position Summary:

Execute all Safety Specialist tasks including but not limited to:

- Protecting life and property at the FamilyPlex by being a constant presence that is monitoring building and parking lot and developing relationships with patrons.
- Communicate with other facility staff to ensure compliance with policies and to create an integrated security team
- Monitor video surveillance feeds for any unusual activities.
- Throughout peak times monitor activities at high traffic areas. During low peak times, move throughout the building to ensure security and build rapport with guests.
- Examine doors, windows, and gates to determine that they are secure
- Watch for and reports irregularities such as fire hazards or malfunctioning utilities such as leaking water pipes or unsecured areas.
- Be familiar with the location and operation of fire alarms, firefighting, first aid and other safety equipment and call fire or police department if need arises.
- Complete all daily activity reports, incident reports, supplemental reports and other written documents pertinent to the day- to-day activities of the employee's assigned tasks and responsibilities in the manner required.
- Be responsible for the care and control of radios, keys and other equipment assigned as well as the proper processing and care of all found or otherwise impounded property.
- Participate in staff trainings and professional.

Educational/Experience Requirements:

Minimum of High School diploma or equivalent; some college course work preferred. Professional and/or volunteer experience working with youth or in an urban non-profit context preferred. Current CPR/First Aid certification required, or must complete within 3 months of hire.

Compensation/Benefits:

In exchange for the above, we offer competitive wages and a comprehensive benefit package including: free fitness center membership, employee discounts and more.



402 N. St. Louis Ave. Chicago, IL 60624 PHONE: (773) 722-1144
FAX: (773) 722-1434 www.breakthrough.org

To Apply:

Send/email/fax cover letter and resume to:

Breakthrough Urban Ministries

Attn: H.R.

402 N. St. Louis Avenue

Chicago, IL 60624

E: eeestrada@breakthrough.org

Fax: (773) 722-1434

We regret that we cannot take phone calls regarding this position. Breakthrough is an Equal Opportunity Employer.

All qualified candidates will receive consideration without regard to race, color, sex, national origin, age, disability, marital status, veteran status, political affiliation, sexual orientation, or any other non-merit factors. If a reasonable accommodation is needed for any part of the application and hiring process, please contact us via the telephone number listed above. The decision on granting reasonable accommodation will be on a case-by-case basis.