

Airport Facilities Manager (O'Hare)

\$75,996.00

Job #358863

09/20/22 - 10/03/22

ESSENTIAL DUTIES:

Conducts walk-throughs and inspects terminal facilities to assess cleanliness, safety and general appearance of all areas and to identify deficiencies.

Initiates work orders requesting additional maintenance and needed repairs from appropriate work groups and personnel.

Manages Facilities service and commodity contracts.

Monitors planned construction projects in terminal areas ensuring airport tenants acquire required building permits and that necessary safety measures are in place. Inspects areas under construction to ensure work complies with airport construction code standards.

Ensures a well-managed and well-maintained facility, inspecting completed maintenance and repair work and working with in-house staff and contracted vendors to ensure standards are met. Meets on a regular basis with airport tenants (e.g., airlines and concessionaires), contractors and departmental staff to review and discuss operational issues including safety, security, planned construction, general maintenance and structural repair needs. Works closely with airport tenants, responding to and resolving concerns, issues or problems impacting on facility operations and the quality of service to customers.

Inspects food and retail concession areas for overall cleanliness and is authorized to issue sanitation notices in cases where improper refuse disposal, ventilation or other code violations are found.

Ensures that airport tenants comply with departmental and contractual regulations regarding the use and maintenance of terminal areas.

Responds and helps to coordinate department's response to emergency situations impacting on airport travel and passengers including adverse weather conditions and flight delays.

Maintains operating records on repairs and maintenance work completed for terminals and prepares related reports.

Acts as a liaison with local, state and federal agencies including U.S. Immigration and Customs (ICE) and Transportation Security Administration (TSA). Performs related duties as required.

CHICAGO DEPARTMENT OF AVIATION

Location: O'HARE INTERNATIONAL AIRPORT

Shift: 2nd Shift

Hours: 7:00 AM – 3:00 PM FLEXIBLE

Must be flexible to attend early and/or late meetings. This is a 24/7 on-call operations, based on operational needs.

Here is the link to the City of Chicago website:

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

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

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Thank you for your support and have a great day!

Sincerely,

Beth