



JOB ANNOUNCEMENT

Project Manager – Construction

Chicago Department of Aviation

CDA Commercial-Airport Liaison Office Section

Number of Positions: 1 (one)

(Additional vacancies possible pending budget approval)

Starting Salary: \$89,112.00 (BX18)

Applications for this position will be accepted until 11:59pm CDT on 6/25/2026

ESSENTIAL DUTIES: This Project Manager helps managing the daily work and functions of the Office of the Airport Liaison. Communicates with stakeholder airlines on issues affecting them. Works with the Commissioner, First Deputy, Managing Deputy Commissioners and other management staff on strategizing and implementing airline relationship needs. Formulates plans for optimal and proactive manner of addressing airline issues. Interacts and coordinates with other CDA workgroups and contractors to facilitate day-to-day airport operations and future planning. Executes and oversees tasks associated with daily and long-term airline projects in which CDA participates. Maintains spreadsheets, takes notes, and prepares agendas for the purposes of meeting organization. Presents and participates in meetings related to the aforementioned tasks. Handles various administrative tasks in partnership with the Airport Liaison. Additional duties supporting the Airport Liaison and Chief Commercial Officer. Performs other related duties as required.

Additional duties may be required for this position.

Location: Chicago Department of Aviation
ORD-10510 W. Zemke Road
Shift: Monday – Friday
Hours: 8:30 AM – 4:30 PM

THIS POSITION IS EXEMPT FROM THE CAREER SERVICE

The candidate(s) selected for hire must pass an airport background check and a Security Threat Assessment (STA).

Qualifications

MINIMUM QUALIFICATIONS:

Nine (9) years of work experience in project management or program coordination, **OR** Graduation from an accredited college with an Associate's degree PLUS seven (7) years of project management or program coordination work experience, **OR** Graduation from an accredited college or university with a Bachelor's PLUS five (5) years of project management or program coordination work experience, **OR** Graduation from an accredited college or university with a Master's degree or higher PLUS four (4) years of project management or program coordination work experience.

SELECTION REQUIREMENTS:

This position requires an applicant to successfully complete an interview which will include a skills assessment/writing exercise. The interviewed candidate(s) possessing the qualifications best suited to fulfill the responsibilities of the position, based on the interview and assessment, will be selected.

For information on our employees benefits please visit our benefits website at:

<https://www.chicago.gov/city/en/depts/fin/benefits-office.html>

For information on our salary and title structure visit our classifications website at:

https://www.chicago.gov/content/dam/city/depts/dhr/supp_info/JobClassification/2025_Classification_and_Pay_Plan.pdf

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.

City of Chicago
Brandon Johnson, Mayor

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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 – **Project Manager – Construction – O’Hare**

Project Manager - Construction (O’Hare)

\$89,112.00

Job #416740

06/12/26 - 06/25/26

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.)