



JOB ANNOUNCEMENT

Project Manager, BX18 **Chicago Department of Aviation** **Heating and Refrigeration Plant (H&R Plant)**

Number of Positions: 1
(Additional vacancies possible pending budget approval)
Starting Salary: \$91,788.00

Applications for this position will be accepted until 11:59pm CDT on August 26 , 2026.

Under direction, the class title supports City departments by leading, overseeing, and ensuring the successful delivery and management of a single or portfolio of large municipal projects that are part of a coordinated program to enhance City infrastructure, services, programs, etc., and performs related duties as required.

ESSENTIAL DUTIES

- Coordinates and inspects maintenance term contract work; such as asphalt, concrete, pavement marking, fence and guard rail, automatic doors, and expansion joint maintenance.
- Coordination is required with Airlines, other tenants and other Department of Aviation sections.
- Coordination with ongoing Airport construction projects is also required.
- Coordinate with the Airfield Operations section to ensure airfield is compliant with FAA regulations (Part 139).
- Reviews and processes, proposals and invoices.
- Attend site meetings with term contracts, airfield operation personnel and airline representatives.
- Prepare reports.
- Coordinating maintenance project activities in a safe and secure manner so airport operations are not adversely affected.

Additional duties may be required for this position

Location: O'Hare H&R Plant
10255 W. Zemke Blvd. Chicago, Illinois 60666
Days: Monday - Friday
Hours: 8:30 AM – 4:30 PM

THIS POSITION IS EXEMPT FROM THE CAREER SERVICE

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.

Licensure, Certification, or Other Qualifications

- Project Management Professional (PMP) or other project management certifications preferred.

- **May be required to work late nights or weekends.**
- **A valid State of Illinois driver's license is required.**
- **The candidate(s) selected for hire must pass an airport background check and a Security Threat Assessment (STA).**

SELECTION REQUIREMENTS: This position requires applicants to complete an interview. The interviewed candidate(s) possessing the qualifications best suited to fulfill the responsibilities of the position will be selected.

APPLICATION EVALUATION: Initial evaluation will be based on information provided on the application and the documents submitted. The 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, Military Friendly, and Fair Chance Employer.

The City of Chicago is committed to providing fair chance hiring and welcomes applicants with past convictions, recognizing the value of a diverse workforce and the potential for growth and positive change.

**City of Chicago
Brandon Johnson, Mayor**

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 – H&R Plant – O'Hare**

Project Manager - H&R Plant (O'Hare)

\$91,788.00

Job #416760

08/12/26 - 08/26/26

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.)