

PMM Project Manager

\$65,200-\$84,800

Be a leader for some of the top projects in the department

Performance Objectives

1. Manages PMM projects and initiatives by communicating closely with everyone working on the project to make sure they are all on course for completion.
2. Provides expertise on the use of data-driven performance and resource-planning tools and practices, enabling the continuous development of efficient resource plans.
3. Provides overall project responsibility for a variety of projects and tasks.
4. Develops project plans, monitors progress and reports development and implementation status to management using project management and reporting tools.
5. Creates presentations with actionable insights in concise and easy-to-understand format.
6. Coordinates, plans, and defines the multiple aspects of new program initiatives for the PMM Department.
7. Develops and implements a system for tracking and reporting on the progress of department projects.
8. Researches best practices from the supply chain and aviation industries and incorporates and/or improves these concepts into actionable projects for PMM.
9. Researches and reports assigned commodity reports and reports economic trends monthly for Contract Staff.
10. Assists in the development, measurement and verification of performance measures for Contracts and PMM Department KPI's.
11. Serves as a liaison with PMM Staff and other departmental staff to rectify any communication issues in regards to project delays, differences in priorities and goals that require prompt resolution.

Position Summary

Use project management principles to coordinate the PMM department's activities with PMM Management and key stakeholders, including internal departments, customers, and suppliers. Manages PMM projects and initiatives that cover multiple departments, working collaboratively with other internal departments to develop project plans, report status, recommend improvements, and initiate solutions.

Requirements

- Bachelor's degree in business administration, supply chain, or related field.
- Three (3) years of experience in project management.
- Any equivalent combination of education and/or experience may be substituted for the above on a year-for-year basis.
- Possession of a valid Class C driver's license.

Contact Chad Pursley, DFW International Airport at cpursley1@dfwairport.com