



***We're looking for a Repair and Overhaul Inventory Quality Inspector***  
***Position Location: Fort Erie, ON***

The Repair & Overhaul Inventory Quality Inspector is responsible for receiving customer parts, completing initial assessments and paperwork, expediting the completion of repair and overhaul work, and maintaining inventory integrity within the guidelines set out in AHCA's quality control manuals. The Repair & Overhaul Inventory Quality Inspector contributes to ensure the compliance of department operations with all applicable company quality standards. The incumbent pays close attention to deadlines, upholds high standards of quality and ensures accuracy in the completion of work.

**MAIN RESPONSIBILITIES**

**Parts, Receiving, Inspection and Assessment**

- Review documentation at receiving to ensure paperwork is accurate.
- Perform initial visual inspection of part for damage and/or inconsistencies and record and document any discrepancies
- Raise NCR for non-conforming parts found during the receiving function
- Issue AHCA tag
- Follow up if required with assigned CSR
- Make parts unserviceable and discard as directed after completion of scrapping validation process
- Record all cat 1 (serialized) scrapped parts
- Prepare all documentation for parts requiring off-site repair and package items for shipment in approved containers.
- Expedite parts that require NDT processing, machining or paint

**Process Completion/Preparation for Shipping**

- Prepare finished component for shipping in approved shipping container
- Ensure airworthiness certificate is complete, signed and matching up with hardware

**Management of Shipping Containers**

- Oversee and organize the temporary storage of customer owned containers
- Administrate and manage AHCA container inventory

**Tool Inventory Management and Tool Calibration**

- Administrate shop tools and sustain serviceability
- Monitor calibration due date of all shop tools with calibration requirement and initiate timely calibration
- Monitor shelf life of consumable shop material

**Technical Records**

- Storage of technical records



## EDUCATION & JOB REQUIREMENTS

- High School Degree
- 2-3 years' experience in mechanical/machining environment
- Dynamic Component experience considered an asset
- Must be familiar with Aircraft Maintenance Management (i.e. TBO, SLL (Service Life Limits)), Schedule Maintenance
- Able to solve day to day issues, work under general supervision and work independently as required
- Critical thinking skills; able to trouble shoot and identify issues and take corrective measures
- Must have basic computer skills
- Strong attention to detail
- Able to effectively communicate across various levels of the company in a team environment
- Excellent organizational skills and able to meet deadlines
- Ability to interpret technical manuals and documents
- Knowledge of tools used in aircraft repair applications an asset
- Manual dexterity and precision
- Focus on delivering high standards of product quality
- Bilingualism (English-French) considered an asset

## POSITION REQUIREMENTS

For the most part of the day, the Repair & Overhaul Inventory Quality Inspector will be standing with some periods of walking and sitting. Sporadic lifting/carrying (up to 25 kg) by use of floor to waist movements is required as well as infrequent periods of twisting/bending of the back, knees, elbows and wrists.

Constant use of hands/fingers are required as many of the job activities involve applying pressure with hands, gripping and pinching, repetitive movements, using non powered hand tools, finger dexterity and precision tasks and typing and data entry.

Job responsibilities and tasks are all performed indoors. Job duties may involve moving heavy objects and exposure to noise and heights. Also, the incumbent may experience stress from job complexity at times.

Other hazards include exposure to industrial machinery/equipment, dusts and irritants, isocyanates, awkward body positions and sharp objects such as knives and blades.

**To apply for this position, please send an up-to-date resume and cover letter to**  
**[AHCA-HR@airbus.com](mailto:AHCA-HR@airbus.com)**



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We would like to thank all applicants, however, only those selected for an interview will be contacted.