



INFLITE THE JET CENTRE

Vacancy

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| JOB TITLE: Stores Person | DEPARTMENT: Stores |
| REPORTS TO: Stores Supervisor | LOCATION: Hangar 1 Stansted |
| JOB PURPOSE: Reporting directly to the Stores Supervisor this role will involve assisting with the day to day running of a busy Stores department to provide a proactive and efficient service. The role will require a flexible approach and the ability to multi task is essential. | |
| MAIN RESPONSIBILITIES AND DUTIES: <ul style="list-style-type: none">• Assist with the day to day running of the Stores department• Issuing tooling, consumable and rotatable aircraft parts to engineers• Receiving and inspecting a wide range of aircraft parts in line with operational procedures• Ensuring correct material handling and storage conditions are maintained in line with regulation standards• Ensuring all dispatched items are routed via the appropriate carriers paying particular attention to the carriage of dangerous goods• Performing inventory control, paying particular attention to shelf life items and tooling due for calibration• Creating documentation and maintaining logs and archive files• The control and disposal of waste products in line with company and environmental regulations• Keeping a clean and tidy working environment while optimising space utilisation• To constantly seek operational improvements to maximise productivity and minimize cost• Ensuring the best level of service is offered and maintained for both internal and external customers• Driving of company vehicles• Perform any other duties within your capabilities as directed by the Company | |
| Skills/Experience | |



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Essential

- Demonstrable experience in a similar role in an Aviation logistics environment
- Previous experience with regards to Quality Inspection and be conversant in aerospace trace documentation
- Computer literate with experience in ERP software and Microsoft Office
- Excellent written and oral communication skills
- Full Clean UK Driving License.

Desirable

- Current counterbalance license.

4 on 4 off shift Pattern, working 12 hour shifts,
22 days holiday per annum,
EAP Programme, Salary Exchange Pension Scheme, Cash Plan Benefit Programme.