



JOB TITLE: TECHNICAL WAREHOUSE SUPERVISOR (1 Position(s))

Role Purpose Statement :

Develops, implements and maintains Strategies and Tactics that ensure that Precision Air and Third-Party Customers Aircraft Components and other Aircraft Maintenance Materials are availed and delivered at optimum cost, in a manner that ensures their legality, control and safety as required by Precision Air Procedures, TCAA and/or other applicable Civil Aviation Regulations and the Laws of Tanzania. Also responsible for Day-to-day running of the Technical Warehouse.

Responsibility:

- Technical Warehouse Supervisor is responsible to the Senior Technical Materials and Sales Engineer for
- The general administrative functions, supervision, discipline and control of Warehouse section and staff providing Daily Supervision and Control of Technical Materials Warehouse assignments and prioritization of tasks for staff of direct reports
- Ensure the Management of receipt, storage, issue, return and dispatch of Aeronautical parts, materials, tools and equipment.
- Control Rotable components management system and ensure availability of AOG & MEL Items per the respective specific List(s) for each Aircraft Type.
- Ensure the availability of aeronautical and non-aeronautical materials, tools and equipment in timely and cost-effective manner.
- Implement and maintain a warranty management process and manage warranty issues relevant to aircraft parts, equipment and tools.
- Ensure initial provisioning of standard materials, consumable materials and rotatable components required for the introduction into service of a new aircraft type in conjunction with Engineering Development & Reliability
- Implement an Aircraft Materials Warehousing policy to ensure the legality, control & security of all aircraft parts under Technical Warehouse.
- Ensure 6R The Right parts at the Right Time at the Right place in the Right quantity, at the Right price and Right quality are delivered to Precision Air optimizing stock value and ensure the timely availability of materials.

- Coordinating with other sections to provide an efficient purchase of goods and services and disposal of obsolete / surplus goods.
- Ensure compliance with TCAA and other Civil Aviation regulations and Laws of Tanzania in the storage, security and handling of aircraft parts and tools.
- Implement and manage a process for monitoring all components status that ensures an optimal stock holding is maintained at Precision Air stores at all times.
- Liaise with Production Planning & Control Engineer, Development & Reliability Engineer and Technical Procurement to forecast and plan for Tools, Parts and Components to arrive on time and in the right locations.
- Prepare Reports and Monitor Daily, Weekly, Monthly, Quarterly and Annually Materials Consumption status, Inventory Levels, Materials Requests per Replenishment Requests/No-Stocks and Status of subcontracted Components Repairs, incoming shipments, Works in Production and Work Scheduling updates
- Liaise with Production Planning & Control, Development & Reliability and Technical Procurement and Adjust Stock of Materials; Rotables, Standard Parts, Consumables and Compounds Min/Max levels as well as Re-order levels in the Maintenance System as required to match demand with supply lead times.
- Monitor Inventory Levels at remote Bases/Stations/Sub-Stores and advise Technical Procurement on shipping of Parts/Re-allocation as required.
- Ensure controlled access to the Main and Satellite stores for security and safety of aircraft materials.
- Ensure all materials data necessary for warehousing is accurate and well maintained in ALKYM or any future system.
- Implement and manage spares binning, transfers, Nil Stock replenishments, materials kitting and preloading processes, that prepare materials for specific maintenance actions.
- Ensure implementation of Stock verification activities, whilst highlighting last issues and critical Stocks.
- Investigate and resolve stockroom discrepancies to ensure that physical stock is in perpetual harmony with computerized inventory systems.
- Prepare and submit monthly, mid-year and end year stock valuation reports.
- Ensure continuous process improvement through initiatives like World Class Operations (WCO), Lean or Master in Project Management (MPM) and incorporate the MRO Business Strategy initiatives on processes improvement.
- Implement key performance indicators (KPIs) for Goods Receiving, Stockroom, and Clearing & Forwarding as well as conduct effective staff performance management.
- Process Company and Third-Party stores activities through computerized inventory system to ensure visibility both for traceability and costing purposes.
- Ensure any Quality audit findings are addressed and closed timely.
- Ensure proper housekeeping of the Stores to ensure accessibility and cleanliness at all times.
- Ensure adherence to Occupational Health and Safety regulations and practices for all staff in your location of work.
- Ensuring staff observes safety per the company procedures Reporting hazards, near misses, incidents / accident occurrences.
- Responsible as reference to Safety Management Manual [SMM] Doc ref. PW/CM/002 Chapter 1.6.2 - 1.6.3
- Any other duty as assigned by the supervisor

Skill :

- Timely request hence Availability of stocks leading Satisfaction
 - Warehouse Layout leading to zero findings
 - Stock count hence Timely and Accurate Reports
 - Minimum inventories short of stock outs and costs
 - Regular monitoring of inventories
 - Standards, Safety and Quality measures adherence
 - Inventory accuracy
 - Minimum stock levels follow up
 - Timely dispatch of core items
 - Total inventory
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- Strong team player
 - Proactive
 - Integrity, transparency and accountability
 - Safety conscious
 - Good communicator
 - Analytical

Qualification Required:

- University Degree in supplies/materials management or equivalent from a recognized institution plus four (4) years airline experience two of which must be in material management.
- Advance diploma in supplies/materials management or equivalent from a recognized institution plus five (5) years airline experience of which three must be at senior level, Registered by Procurement, Supplies Professional and Technicians Board (PSTB)
- Procurement, Supplies and Technician Board (PSPTB) certificate or equivalent
- Successfully attended aircraft spares handling courses
- Successfully attended fire protection course
- Excellent computer skills.
- Good interpersonal relations and communication skills, work ethics those are reliable, honest and committed

Experience :5.0 Year(s)

Job Opening date : 18-Apr-2024

Job closing date : 30-Apr-2024

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