



Title: TECHNICAL COORDINATOR

Company: 3 POINTS AVIATION – MISSISSAUGA, ONTARIO FACILITY

3 Points Aviation is an industry leader in Aircraft component sales, manufacturing and repair and overhaul. Headquartered in the West Royalty Business Park in Charlottetown, we have worked tirelessly to earn a reputation that consistently exceeds our client's expectations. Our company, through focused customer service, has become a leader in the supply and distribution of new and re-conditioned aircraft parts.

JOB DESCRIPTION:

As the Technical Coordinator, your primary role will be:

- Conduct visual and physical inspection, sampling, testing of parts, products and materials to conform to established standards of quality
- Review and remove components from assemblies and correctly identify components and complete quality assurance paper work
- Conduct audits to ensure assembly operations comply with the highest standards of customer expectations and regulatory requirements
- Provide technical assistance on Dash & CRJ components
- Verify IPC/AMM/CMM/SRM's on disassembled aircraft parts
- review life limits, SB and AD applicability to ensure compliance and tracking life history of components and parts
- review of components and parts and submit quality assurance reporting as required
- Develop standard work process where required to continually improve the definition of QC inspection standards;
- Prepare and administer training as part of certification activities;
- Conduct supplier site audits when required; which may include inspect on complete aircraft and or inventory packages, over see disassembly of aircraft.
- Complete Non-Conformance Report dispositions when required;
- Demonstrate a personal commitment to Occupational Health, Safety and Environment policies;
- Recommending required stock levels to be warehoused
- Perform other related duties as required.

TASKS/DUTIES:

- Support overall root cause and corrective actions within the business;
- Ability to define problems collects data, establish facts, and draw valid conclusions.
- Conduct regulatory internal audits to support TCCA and EASA certification requirements;
- Support AS9100 and AS9120 and ISO internal auditing activities;
- Work with Engineering Department and Whs. Logistics Manager/Supervisor

SKILLS REQUIRED:

- Previous experience within an ISO9000, or experience in a TCCA environment an asset
- Be conversant with the Canadian Aviation Regulations, and experience working in a

- Transport Canada Civil Aviation regulated environment; familiarity with CARS
- Experience with Dash 8 and/or CRJ legacy aircraft a definite asset
- must have ability to travel domestically or international if required

EDUCATION REQUIRED:

- Certified AME with M1/M2 licence
- Min. 15 – 20 years in the aviation industry

3 Points Aviation encourages applications from all qualified candidates. 3 Points Aviation will accommodate qualified persons with disabilities. If you need accommodation at any stage of the application process or want more information please contact: Dianne Griffin at 902-628-8846 ext. 8841

Salary based on experience:

Deadline for submissions:

Please email your resume to: hr@3pointsaviation.com