

Job Description



Job Title: Composite and Sheet Metal Repair Technician

Department: Operations

Reports to: Team Leader, R & O

JOB DESCRIPTION

A. Purpose and Scope

To perform high quality composite and sheet metal repair / manufacturing while maintaining safety and productivity. To continually increase knowledge and proficiency in the field of composites. Carry out composite and sheet repairs / manufacturing in accordance with company technical data, policies and procedures.

B. Responsibilities

- Carry out composite and sheet metal repair and / or manufacturing.
- Read and understand technical data provided with work order before beginning task.
- Read and understand work order operations before beginning task. Follow work order operations.
- Provide recommendations for improving task procedures and work orders.
- Ensure materials used on job match the lot numbers issued and have any inconsistencies corrected.
- Sign off work order at every operation as the operations are completed.
- Operate oven, hot bonder and various other power tools.
- Follow applicable in house processes (COMPS) for procedures being carried out.
- Perform on-site repairs/rework.
- Ensure personal work area is clean and organized, leave communal work areas clean.
- Know and follow Comtek Health and Safety manual at all times.
- Perform housekeeping duties as assigned by Team Leader.
- Assist in damage evaluations.
- Share knowledge and experience with other technicians when directed by Supervisor.
- Participate in repair scheme and tooling development.
- Carry out and document in-process and final Q.C. conformity inspections and tests in accordance with relevant technical data, within delegated scope of inspection.
- Complete and authorize certificates of conformity after completing final Q.C. inspections and tests on behalf of Comtek, within delegated scope of inspection.
- When required additional roles and responsibilities may be assigned at the discretion of the Team Leader, R & O.

C. Organizational Relationships

- The position will involve frequent interaction with Director, R & O, Team Leader, Lead Hand, Engineers, Technologists, Other Technicians, Inventory Clerk and Quality Assurance personnel.

JOB REQUIREMENTS

A. Academic Qualifications

- Successful completion of Grade 12 or equivalent.
- Diploma or Certificate from College / University program related to Aviation Structures Technician encompassing Advanced Composite Structural Repair and / or Design preferred.
- Transport Canada Aircraft Maintenance Engineer structural license would be a definite asset.

B. Training

- Quality Control delegation requires additional training as set out by the Quality Assurance department.

C. Experience

- Previous experience in a composite and sheet metal repair / manufacturing preferred

D. Managerial Experience

- None required.

E. Skills

- Must be able to speak, read, write and understand English
- Willing and quick to learn new things.
- Ability to work independently and as part of a team.
- Strong work ethic and drive to produce or repair a high quality part.
- Strong communication skills are vital to the success of this position; this includes verbal, written, and listening skills.
- Ability to adapt to change in a rapidly growing environment.
- Flexibility at handling different tasks simultaneously.
- Ability to identify problems in the work environment and come up with solutions.
- Positive and optimistic outlook towards work and others.