



TOOL CLERK (AFTERNOONS) **AAR-179**

About Us:

AAR Corp. (NYSE: AIR) is a global aerospace and defense aftermarket solutions company that employs more than 6,000 people across over 60 sites in over 20 countries. Headquartered in the Chicago, Illinois area, AAR supports commercial and government customers in more than 100 countries through four operating segments: Parts Supply, Integrated Solutions, Repair and Engineering and Expeditionary Services.

AAR's purpose is to empower people to build innovative aerospace solutions today so you can safely reach your destination tomorrow. The company's mission is to go above and beyond to provide value-driven aerospace aftermarket solutions to meet the evolving needs of our customers worldwide. AAR constantly searches for the right thing to do for its customers, employees, partners and for society.

Description:

We are looking for a Tool Clerk to maintain conformance with all AAR Windsor internal tool control processes, including but not limited to issuing and returning tools, maintaining the calibrated tooling program, and recording new and borrowed tooling in the AAR database.

What you will be responsible for:

- Issue and return tooling
- Accurately maintain tool records in AAR database (StAAR) and work order index
- Maintain tool identification, labels, status, location, repairs and catalogue
- Manage tool calibration including audits and records
- Monitor and action tooling requests or loan requests between AAR and 3rd-party MROs
- Scrap / dispose of tooling per AAR process manual
- Conduct tooling inspections for cleanliness and function
- Prepare reports

What you will need to be successful in this role:

- Minimum high school diploma or equivalent
- Experience in a similar position
- Class G Driver's license
- Ability to utilize computer systems to input and retrieve information to perform normal daily activities & familiarity with Microsoft Office software

The rewards of your career at AAR go far beyond just your salary:

- Annual Uniform and Safety Boot Allowance
- Comprehensive benefits package including medical, dental, and vision coverage.

- RRSP with company match
- Paid time off including 11 Holidays
- Professional development and career advancement opportunities
- Third Party Discounts

Physical Demands/Work Environment:

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Working within the stores department
- Afternoon Shift
- Ability to physically lift/push/pull 50 lbs
- Work with materials such as chemicals, parts for aircraft and aircraft tooling
- Periodic overtime may be required
- Regular visits to the hangar floor

AAR provides accommodation in accordance with applicable laws through all stages of the hiring process. If you require accommodation for any part of the application and/or hiring process, please advise Human Resources.

Compensation:

The anticipated salary range for this position is \$21.73 to \$27.00 hourly. This range reflects the base pay for candidates who meet the requirements of the role, including experience, education, and location.

Application:

Qualified applicants may email their resume to windsorrecruiting@aarcorp.com. **Please quote file # AAR-179.** Please submit your resume in MS Word or PDF format.

Although all applications are appreciated, only those candidates selected for an interview will be contacted.

AAR is committed to building a diverse and inclusive workforce. We encourage applications from people of all races, ethnic origins, religions, abilities, sexual orientations, gender identities, or expressions. We are dedicated to the health and safety of our people, our customers, and the communities where we live and work.