



MRO Services
Airframe Maintenance - Canada
Windsor

Quick AAR information / resources

Website: aarcorp.com

Careers: aarcorp.com/careers

Email: windsorrecruiting@aarcorp.com

Ground Support Equipment (GSE) & Facilities Supervisor

The position

The GSE & Facilities Supervisor is responsible for leading and overseeing the maintenance, cleanliness, and safe operating condition of all ground support equipment (GSE), machinery, building, property, and vehicles to applicable standards all while meeting our cost, quality and safety standards. The role will lead a team of technicians ensuring there is a strong culture, regularly demonstrating AAR's values. This role is also responsible for leading the project management for facility maintenance projects. Other key responsibilities include:

- Manages, and performs where applicable, the maintenance, and upkeep of the facility ensuring safe operating condition of the facility and vehicles. Ensuring facilities and its contents are kept in a clean and presentable condition.
- Oversee the coordination of building space allocation and layout, communication services and facility expansion, preventative, routine, and unscheduled maintenance of vehicles and facilities.
- Provides guidance on troubleshooting, maintaining and repairing basic plumbing, welding, mechanical, machines, air compressors, fire suppression systems, boilers and HVAC and assist as required.
- Manages the contracted service providers to ensure preventive maintenance schedule is maintained for facility equipment such as HVAC and vehicles (using Fiix PM software).
- Coordinates work schedules with contractors, manage and supervise internal labour as required to meet schedules and budgets.
- Organizes and addresses facilities work order tickets as received through the automated ticket process for unscheduled maintenance (Fiix PM software). Actively monitor and update PM software (Fiix) for all work orders.
- Proactively plans and requests for new maintenance products and equipment as necessary.
- Responsible for the preventive maintenance of all GSE equipment as per schedule.
- Works closely with various levels of management, departments and employees to plan, budget, schedule, and communicate facility modification, including computation of cost estimates and actual cost factors such as materials, labor and outside contractors.

- Requisitions and orders materials and supplies such as tools, equipment, replacement parts, and office supplies for GSE team.
- Coordinates with contractors and inspects construction and installation progress, repair and removal of equipment and utilities within the facility.
- Lead team by organizing and communicating job expectations, work in priority order while ensuring it's completed correctly and safely.
- Aid in developing technicians by mentoring and providing clear job instructions.
- Promotes AAR's mission, vision and values while communicating, coaching, and managing the performance of the technicians.
- Ensure that all work is performed to AAR's quality standards, policies & procedures and regulatory requirements.
- Represent AAR in a professional manner and liaise with AAR's trade specific subcontractors and regulatory authorities.
- Actively participate in the Safety Management System (SMS), including reporting safety hazards and incidents encountered in daily operations; understand and promote the company safety policy
- Promote and actively engage in continuous improvement activities & incentives and as required and work with Continuous Improvement Specialist to support implementation of required changes.

Total rewards

As a team member, you receive:

- Comprehensive benefits package
- Profit Share
- RRSP Contribution – employee and employer
- Annual uniform and safety boot allowance
- Paid time off benefits, including 11 company paid holidays
- Third-party discounts
- Relocation assistance may be provided, if required
- Training and development opportunities and education assistance program
- Staff engagement and recognition events

Performance objectives

- **Concern for Safety** – Identifying hazardous or potentially hazardous situations and taking appropriate action to maintain a safe environment for self and others.
- **Accountability** – Assuming responsibility and accountability for successfully completing assignments or tasks
- **Problem Solving** – Demonstrates initiative and an ability to be proactive in identifying problems or opportunities for development or change and analytical skills to determine cause and solutions.
- **Building Relationships & Partnerships** – developing and leveraging positive relationships within and across teams to achieve results
- **Building Trust** – operates with integrity, discloses own positions, remains open to ideas and supports others through dignity, respect and fairness
- **Adaptability** – adjusting effectively to change by exploring the benefits, trying new approaches and collaborating with others to make the change successful
- **Management** – must possess coaching and development skills, ability to positively lead a team

- **Organization** – Demonstrated organization skills with strong attention to detail
- **Communication** – conveying information and ideas clearly and concisely to individuals or group in an engaging manner that helps them understand and retain the message.

Education and experience

- High School Diploma or GED
- Completed degree(s) from an accredited institution that is above the minimum education requirement may be substituted for experience on a year for year basis
- Driver's License Class G
- Minimum 5 years' experience directly related to the duties and responsibilities specified
- Experience in a supervisory role
- Possess an adequate understanding of applicable building and operational codes and their application to various facilities
- 3-5 years' experience with computerized maintenance management systems, building mechanical systems
- Proficient in Microsoft Office (Word, Excel, Powerpoint).

Why should you apply?

- AAR is the only aerospace / defense company on Forbes' America's Best Mid-Size Employers list.
- Our innovative and entrepreneurial culture encourages employee input in every aspect, from day-to-day activities to the company's future growth.
- Our learning and career development program affords employees a learning path with the necessary tools and resources needed to help build their career at AAR.
- We support non-profits and organizations that work to improve society in four primary areas: veterans and active military; education with an emphasis on STEM; health and wellness; and diversity / inclusion.

About AAR

AAR is an awarded global aerospace and defense company that offers employees a long-term career pathway and the opportunity to work with a great team! At AAR, our people remain our priority! We create the #BestTeamInAviation by focusing on recruitment, training, growth, engagement, and retention. AAR employees are empowered to meet their individual professional development goals through our global learning and development program, mentorship program, leadership training, continued education, networking, and much more!

Qualified applicants may email their resume to windsorrecruiting@aacorp.com up to and including **March 12, 2025**.

Please quote file #AAR-180. 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.

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.