



STORES AND LOGISTICS OFFICER (DELHI, INDIA). DELHI, INDIA

WHAT WILL YOU DO

This role is vital in ensuring the smooth flow of materials and parts within our operations in India. The ideal candidate will play a critical role in core returns, parts acceptance, parts issues, stock management, deliveries, customs clearance, and other tasks related to materials management.

Key Responsibilities:

- Handle core returns efficiently, ensuring proper documentation and compliance with company policies.
- Facilitate the acceptance and inspection of incoming parts to verify quality and compliance with specifications.
- Manage parts issuance to various departments while maintaining accurate records.
- Keep stock levels up-to-date through regular inventory checks and reporting.
- Responsible for the safe and timely delivery of parts to the Line Maintenance (LM) and Flight Operations (FF) teams.
- Assist in resolving customs clearance issues, and ensuring compliance with all relevant regulations.
- Address any material-related matters and support the Supply Chain team as needed.

LET'S TALK ABOUT YOU

- High school diploma or equivalent. A bachelor's degree in a related field is a plus.
- Proven experience in materials management or a similar role is preferred.
- Strong organizational and communication skills.
- Attention to detail and accuracy in documentation and record-keeping.
- Knowledge of customs clearance procedures and regulations is advantageous.
- Ability to work effectively as part of a team and independently when necessary.
- Willingness to adapt to changing priorities and handle multiple tasks simultaneously.
- Familiarity with the aviation industry and its materials management practices is a plus.
- Good skills with MS Office programs.
- Excellent English language skills.
- Must be located in Delhi (DEL), India area.

In its 27 years in the ACMI and air charter business, SmartLynx Airlines has earned a name for itself as one of the finest in the industry. Operating a fleet of Airbus A320s and Airbus A321s aircraft, the airline transports over 3 million passengers annually in Europe and Asia.