



Windward Islands Airways International (Winair) N.V. P.O.
Box 2088 / Airport Road #69 Simpson Bay, St. Maarten,
Dutch Caribbean Tel: +1 721 545-2568

Windward Islands Airways International (Winair) N.V. is the successful airline of St. Maarten. We have a long history and are doing well in a dynamic, international setting. Currently, we have over 260 employees, but we expect to grow substantially in the upcoming years. Winair is committed to investing in its employees, empowering them, and creating an exceptional workplace for ambitious professionals. To support further growth, Winair is looking for a :

Stores Clerk

Organizational Relationship

Reports to: Director of Maintenance

Job Scope

The Stores Clerk is responsible for maintaining accurate and up-to-date stock levels to support the Maintenance Department and ensure aircraft dispatch reliability.

The role requires ensuring that aeronautical stores are kept clean, organized, and properly documented. The Stores Clerk must be available during assigned shifts to issue parts to technical staff whenever required.

Duties & Responsibilities

- Receive, collect, and unpack incoming shipments of spare parts and materials.
- Prepare items for receiving inspection.
- Ensure all required documentation is properly attached to serviceable parts in stock.
- Maintain accurate inventory records, descriptions, and valuations within the computerized stores system.
- Coordinate with maintenance personnel to fulfill stock requests.
- Maintain inventory levels within acceptable Min/Max levels based on operational requirements.

- Ensure cleanliness, proper storage, and protection of stock in storage, receiving, and shipping areas.
 - Perform inventory counts and stock level recordings as required.
 - Package, tag, and prepare outgoing shipments using approved materials and procedures in compliance with international standards.
 - Procure locally sourced materials when required.
-

Qualifications

- MAVO+ education level.
 - Strong organizational skills; previous storekeeping experience is an asset.
 - Affinity with technical aspects of aviation.
 - Basic proficiency in computer databases and Microsoft Office.
 - Good administrative, written, and organizational skills.
 - Strong English written communication skills.
 - Experience in the airline industry is an advantage.
 - Ability to work independently and in shifts.
 - Ability to lift heavy items (over 30 kg).
 - Valid driver's license required.
 - Dutch nationality or possession of a valid permanent residence permit.
-

Interested in Joining Our Maintenance Department?

If you believe you are a suitable candidate and are interested in starting a new professional chapter with our company, we encourage you to apply.

Please submit the following documents to the Human Resources Department:

humanresources@fly-winair.com

- Motivational letter
- Updated resume

Eligible applicants will be contacted to arrange a formal interview.