



Associate Program Manager

Millstone Medical Outsourcing is a fast-growing company in need of motivated individuals to assist in its expansion. We are currently seeking an enthusiastic individual to join our team as an Associate Program Manager. Millstone Medical Outsourcing's business focus is packaging of medical devices. Millstone also engages in other activities, such as mechanical inspection and assembly, which are designed to meet the outsourcing requirements of medical device manufacturers seeking to reduce costs while maintaining high levels of quality, accuracy and timeliness. Millstone Medical Outsourcing is FDA and ISO registered and employs a detailed internal quality system to ensure ISO compliance.

Job Description:

We are looking for exceptional candidates who are eager to pursue an extremely rewarding career in the medical device industry.

As an Associate Program Manager, you will be responsible for the management of new and existing client projects. This role will include daily communication with large Medical Device Manufacturers relating to forecasts, key performance indicators, accounts-payable and pricing. The Associate Program Manager is responsible for ensuring that our client needs are met internally by working with all areas of our business including sales, IT, operations, engineering, quality and finance. A successful Associate Program Manager is someone who is outgoing, flexible and takes pride of ownership in their work.

Each day will provide a variety of challenges along with the opportunity to develop your potential and grow professionally working alongside talented colleagues. Recent college grads are encouraged to apply!

Skills Required:

- Excellent written and verbal communication skills
- Superior interpersonal skills
- Bachelor's degree
- Proficient in the use of Microsoft based applications
- Ability to work effectively in a team

What you can expect to receive at Millstone:

- Exceptional leadership and management experience
- Medical device industry experience
- The opportunity to work some of the top orthopedic and medical device companies in the world
- ISO 13485 training

The Associate Program Manager will be afforded plenty of opportunities for personal and professional development in a growth industry.

Contact:

Interested individuals should send resumes to hr@millstonemedical.com



For Additional Information:

Millstone Medical Outsourcing offers a competitive salary, health benefits, 401(k) and a warm, friendly working environment. We are located in Fall River, fifteen minutes from downtown Providence and 45 minutes from Boston. To learn more about Millstone Medical Outsourcing's opportunities, visit us online at www.millstonemedical.com.