



## Clean Room Supervisor

### COMPANY INFORMATION:

Millstone Medical Outsourcing is a fast-growing company in need of motivated individuals to assist in its growth. We are currently seeking an enthusiastic individual to join our team as a Clean Room Supervisor. 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:

The Clean Room Supervisor is responsible for the daily operations of an ISO Class 7 Clean Room. The individual in this position will manage all people and processes in order to meet quality and customer requirements. The individual in this position will also work with all functions within the organization to drive continuous improvement. In this position you will work with various customers and must meet the specific requirements of each unique, individual client. In addition, the Clean Room Supervisor will recognize and solve problems affecting operations in order to improve the performance and quality of services. This position is also responsible for planning and maintaining schedules, directing the work of employees and training. In addition providing direction, coaching, counseling and leadership to all direct reports to motivate employees, improve performance, enhance service quality and heighten employee effectiveness. You will perform a variety of tasks and must rely on experience to plan and accomplish goals. This position is also responsible for possessing a general understanding of all areas within the organization and the ability to work with the experts within those areas.

### SKILLS REQUIRED:

Candidates must have experience with sterile and non-sterile packaging of medical devices, shipping and handling processes, excellent verbal and written communication skills, and superior interpersonal skills. Experience in highly skilled and assembly and packaging processes is a plus. A Bachelor's degree is preferred, preferably in an Engineering discipline with at least five years of supervisory experience. High attention to detail, high energy and interest in process improvement, and the ability to work in a team environment. Applicant must be proficient with basic computer spreadsheets and word processing as well as Outlook for e-mail use.

### CONTACT:

Please forward resume to [hr@millstonemedical.com](mailto:hr@millstonemedical.com) or apply in person at 580 Commerce Drive, Fall River, MA 02720.

### FOR ADDITIONAL INFORMATION:

Millstone Medical Outsourcing offers a competitive salary, health, dental and vision benefits, 401(k) with company match and a warm, friendly working environment. To learn more about Millstone Medical Outsourcing's opportunities, visit us online at [www.millstonemedical.com](http://www.millstonemedical.com).