



We Deserve the Best – And So Do You!

High Growth Company
Opportunity to Learn and Grow
Shape your Career
See the Importance of Your Work

Millstone Medical Outsourcing is looking for an energetic individual to join its Engineering Team. Millstone is a fast growing, fast paced medical service provider for the top Orthopedic companies in the industry. Millstone's business focus is sterile and non-sterile 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. We are FDA and ISO registered and employ a detailed internal quality system to ensure ISO compliance.

Working collaboratively within the Engineering team, the Validation Engineering Administrator will be responsible for assisting the engineering team.

Responsibilities

- Assist in new product validations and launches
- Perform mechanical testing on sterile barriers
- Perform data analysis and trending
- Update system routings and bill of materials

Required Knowledge and Skills

- High School degree required, associate degree is preferred
- Proficient in the use of Microsoft based applications
- Mechanically inclined in the installation, set up and operation of production equipment
- Knowledge of Good Manufacturing Practices



Basic Qualifications

- Mechanical Aptitude
- Administrative experience
- Ability to work in a team environment
- Excellent Communication skills

For Additional Information:

Millstone Medical Outsourcing offers a competitive salary, health, dental and vision benefits beginning on the first day of employment and 401K with company match. Other benefits include paid vacation, paid sick time, holiday pay and voluntary benefits in addition to an employee-centric work environment. To learn more about Millstone Medical Outsourcing's opportunities, visit us online at www.millstonemedical.com. If interested, please forward resume to hr@millstonemedical.com.

Millstone Medical Outsourcing provides equal employment opportunity to all applicants and employees. No person is to be discriminated against in any aspect of the employment relationship due to race, religion, color, sex, age, national origin, ancestry, disability, sexual orientation, gender identity, genetic information, citizenship status, marital status, pregnancy, veteran status or any other status protected by applicable federal, state, or local law.