



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 Operations Department as Operations Supervisor. 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.

Responsibilities:

The Operations Supervisor is responsible for the management of 20-30 individuals in 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 cross functionally with quality, engineering, IT and program management within the organization to drive continuous improvement. In this position, the individual will work with various internal stake holder and must meet the specific requirements of each unique, individual client. In addition, the Operations Supervisor will diagnose and solve challenges affecting production in order to improve the performance and quality of services. This is a leadership position that is responsible for planning, scheduling, and directing the work of individual operators. This is a highly visible and demanding role that reports directly to the Senior Operations Manager. The individual 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.

Knowledge and Skills:

The ideal candidate will 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 assembly and packaging processes is a plus. A Bachelor's degree or equivalent work experience, preferably in an Engineering discipline with at least five years of supervisory experience is preferred. 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.



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 this posting.

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.