



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 Director of Operations. 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.

The Director of Operations is a newly created position to propel the strategic growth of the operations. This position calls for a leader who can develop short and long-term plans supporting strategic growth, process optimization and staff development. The ideal candidate will be business-minded with the technical acumen to successfully navigate industry regulations, process optimization and team development to support the company's growth.

Responsibilities

- Provides overall direction and guidance to the operations supervisors with the objective of streamlining and optimizing operations to impact business performance
- Regularly evaluates operational efficiency and makes necessary changes to forecast and maximize staff and operational productivity.
- Partner with business leaders to develop, standardize, and drive operating mechanisms that drive key performance indicator visibility, accountability, and action planning to continually improve operational performance
- Directs and coordinates activities consistent with established goals, objectives and policies
- Provides mentoring and guidance to subordinates and other employees



Knowledge and Skills

- Bachelor's degree in business, finance, management or related field required
- Requires 10+ years operations experience, preferably med device with 5+ years in a leadership role
- Demonstrated ability to forecast and respond to demand
- Demonstrated ability to work in a fast-paced, changing environment
- Excellent leadership and organizational abilities
- Concise and impactful communication skills
- Excellent attention to detail, analytical and problem-solving skills
- In-depth knowledge of data analysis software
- Knowledge of GMPs required
- Knowledge and experience in Lean Manufacturing and driving continuous improvement required

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.

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.