

Director of Manufacturing

(Requisition 6000-02)

POSITION SUMMARY: This position responsible for organization and direction of all resources needed to achieve the company's goals as they relate to in-house manufacturing floor activities, for both commercial and development products.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Directs and supervises manufacturing staff in execution of planned implant build schedule. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.
- Ensures staff compliance with product assembly and test procedures. Ensure separation of duties between persons performing assembly and inspection operations.
- Ensures staff compliance with Quality System procedures, especially product assembly and test procedures.
- Works with Material group in managing in-process material, ensuring proper segregation and labeling, and monitoring inventory of material and supplies to ensure availability.
- Works with Process Engineers to improve efficiency and effectiveness of processes, and to address production problems.
- Works with Process Engineers and the Cal/PM Administrator to ensure tools and equipment are properly calibrated and maintained, without negatively affecting the production schedule.
- With other groups, plans for needed capacity including space, equipment, tools, and trained staff.
- With other groups, organizes and plans the physical layout of the manufacturing floor to maintain a safe and efficient work environment. Works with staff and Process Engineers to improve workstation designs.

EDUCATION/CERTIFICATION: Bachelor's Degree or equivalent

EXPERIENCE REQUIRED: Minimum of 10 years in a production leadership role, preferably in an FDA regulated industry.

REQUIRED KNOWLEDGE: Familiarity with product manufacturing principles including engineering drawings, work instructions, bills of material, etc.