

Job Title: Program Manager – Manufacturing Operations

Job Location: Oxnard, CA

Submit Inquiries to: careers@intrimed.com

Who We Are:

We are engineers and innovators who design, prototype and manufacture medical components with nano-scale precision to help companies launch devices that improve patient care.

Position Description: Develops and implements standardized operational processes and procedures for all of IntriMed’s projects and programs. Has primary responsibility for program leadership for all fulfillment-based customer programs. Establishes and tracks cost, schedule and performance-related metrics as projects transition from initial concept into design and development and ultimately to manufacturing. Collaborates with a wide variety of internal and external functional stakeholders ensure projects successfully comply with customer and company requirements and strategic objectives.

Position reports to: Sr. Vice President of Manufacturing and Operations

Direct reports: None

Position Responsibilities:

Responsible for management of all operationally-based programs, including R&D product transfers, insourcing activities, and laser and job shop planning and coordination. Specific responsibilities include:

- Managing day to day production controls.
- Establishing and maintaining standards, policies, and best practices.
- Communicating processes and methodologies to all stakeholders.
- Providing training and coaching on core project management competencies.
- Assisting with preparation of project plans.
- Meeting program timelines.
- Assisting project staff in identifying, characterizing, and quantifying risks to project success and discussing appropriate risk mitigation and management methods.
- Reviewing project plans submitted by all business units to obtain agreement on scope, to challenge assumptions and estimates, to ensure personnel allocated appropriately, and to ensure proper scheduling of resources.
- Establishing and monitor project metrics.
- Tracking and reporting on project status.
- Auditing prior project methods and metrics to establish best demonstrated practices, ensure ongoing compliance, and optimize future project outcomes.
- Assisting with project prioritization and resource allocation.

Required Qualifications:

- Master’s degree in engineering or science-related field.
- 10+ years of project management experience, with at least 5 years in a manufacturing environment
- Current PMP certification

- Familiarity with ERP implementations, Project Management Office activities, and enterprise-wide implementations.
- Proven success managing large, high visibility projects, planning and tracking multiple complex projects, and achieving or exceeding program objectives.
- Demonstrated ability to synthesize project-related information into succinct and easily understandable formats for executive level personnel.
- Strong oral and written communication skills.
- Candidate must have a focus on attention to details, excellent analytical skills and sound communication skills

Physical Job Requirements:

- Able to sit for extended periods in office environment
- Able to stand for extended periods in a manufacturing environment
- Able to utilize computer based documentation control system
- Travel is estimated to be about 10%

Full Time/Part Time: Full Time

Exempt/Non-exempt: Non-exempt

Shift: 1st but may have to be present or coordinate resolution of problems that may be initiated from or impacting operations on “off” shifts.

About IntriMed Technologies

IntriMed Technologies designs, manufactures and assembles ultra-precision mechanical components critical to medical device functionality. We draw on more than 23 years of experience helping manufacturers do more with less – providing innovative product and process design, meticulous quality systems, and highly scalable, fully compliant manufacturing capabilities. The result is truly differentiated medical devices produced more cost effectively.

Think “embedded engineering”: leveraging our considerable resources so our customers can better focus theirs.

IntriMed is an Equal Opportunity/Affirmative Action Employer