SHURIG SOLUTIONS INC.

INTEGRA LIMIT UNCERTAINTY

Assembly Supervisor
Job Location – Boston, MA

The Manufacturing Supervisor will be responsible for supervising Device Cutting Process Operators. Responsible for maintaining a clean and orderly work environment. Completes work in a timely manner and performs at tasks with emphasis on safety. Works collaboratively with Manufacturing, Engineering, Quality Assurance, and other functional experts to support all daily operational activities. Consults with management to resolve quality, production, and efficiency problems. Functions in conjunction with manager and functional experts on special department projects. Works with internal department to ensure implementation, maintenance, and improvement of the quality management system. Performs the essential duties and responsibilities as listed in section below.

SUPERVISION RECEIVED
Reports to the Production Manager

SUPERVISION EXERCISED
This position has direct supervisory responsibilities of Device process Operators

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Supervise Device Process Operators.
- Use department databases to track and manage scheduled Device production.
- Effectively follow SOPs, policies, and ISO/QSR inventory requirement.
- Provides direction and Guidance to intermediate and entry level Process Operators.
- Communicate technical details of production schedule to manufacturing personnel.
- Assist in updating SOPs as necessary.
- Manage Production inventory levels.
- Develop business continuity/resilience plan and methodically eliminate high risk single points of failure: people, equipment, suppliers.
- Provide support to the Quality Team during corporate audits.
- Actively participate in department activities and confirm compliance with controlled procedures are required.
- Attend all scheduled production meetings.
- Reports on all resource issues such as personnel, material, and equipment.
- Review & transact DHR Batch Records in MAS200 and Oracle system as needed.

Qualifications:

DESIRED MINIMUM QUALIFICATIONS

- Education: An Associates/Bachelor's Degree or equivalent with related work experience is required.
- Experience: A minimum of 2-5 years' supervisory experience in medical device, pharmaceuticals, Quality/Regulatory Compliance, or other regulated product preferred environment.
- Familiarity with application of FDA and/or ISO quality standard in a government regulated industry.
- Experience working in an ISO certified cleanroom and gowning requirements Capable of supervising 15-17 direct reports while performing their own duties.
- Moderate computer competence, including experience with database and Microsoft Office software to create reports, spreadsheets, analyze date and prepare presentations.
- Ability to follow instruction precisely, recognize deviation, and recommend corrective action.
- Detail-oriented.
- Excellent communication and organizational skills, Strong in interpersonal skills and ability to work with others in a positive and collaborative manner.
- Experience with Oracle and MAS200 preferred.

TOOLS AND EQUIPMENT USED

This role routinely uses standard office equipment (i.e., computers, phones, photocopiers, filling cabinets, fax machines, as well as other general office equipment). Computer skill including demonstrated proficiency with computer office application software.

PHYSICAL REQUIREMENTS

The physical requirements listed in this section include, but are not limited, to the motor/physical abilities and skills require of position in order to successfully undertake the essential duties and responsibilities of this position. In accordance with the Americans with Disabilities Act (ADA), reasonable accommodations may be made to empower individuals with disabilities to undertake the essential duties and responsibilities of the position.

While undertaking the essential duties and responsibilities of the position, the employee must repeatedly sit, listen. Speak and have the ability to move throughout all location of the building. The employee is required to go to all areas of the company. The employee may be required to periodically lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vison, Color vison, Peripheral vison, depth perception and ability to adjust

focus. Ability to travel via car, train and/or airplane to domestic and international location as needed.

ADVERSE WORKING CONDITIONS

The adverse working conditions listed in this section include, but are not limited to, those environmental conditions to which the employee may be exposed while undertaking the essential duties and responsibilities of this position.

Adverse exposure may result form the handling of hazardous and bio-hazardous material the include, but not limited to, flammable and corrosive liquids, compressed gases, sharps, and medical wastes.

In an effort to minimize the spread of the coronavirus and to protect our employees, all new hires in the US and Puerto Rico will need to be fully vaccinated for COVID-19 in order to be considered for employment with Integra LifeSciences, unless eligible for an accommodation as provided by law.