Boulder iQ
Innovation to Quality

JOB TITLE: **Manufacturing Technician**

DEPARTMENT: Operations

REPORTS TO: Operations Management

ABOUT BOULDER IQ

Boulder iQ: Bringing Products to Market from Product Concept through Manufacturing

Boulder iQ is an expert contract consulting firm providing all the services a life science company needs to get its product to market. With years of experience in regulatory, quality, product development, manufacturing, and contract EO sterilization, our single-source solution speeds the product development and regulatory submissions process. Our experts help companies navigate through the process of getting medical device, diagnostic and combination products to the market quickly.

ESSENTIAL DUTIES & RESPONSIBILITIES

This position is responsible for execution of manufacturing and project activities including product assembly, product packaging, product sterilization. This position may include activities such as inspecting product, facility and equipment setup and maintenance, and other manufacturing and quality activities.

Primary Responsibilities:

- Perform product assembly, packaging, and sterilization as needed.
- Assist in product packaging design and development.
- Assist in product sterilization process development.
- Perform routine maintenance activities.
- Conduct validations to specific protocols.
- Write routing protocols and reports as needed.
- Track equipment calibration.
- Perform routine preventative maintenance.
- Support shipping and receiving.
- Assist with clean room maintenance.

Additional Responsibilities:

- Responsible for training per company requirements.
- Additional Quality, Regulatory, and QMS needs may arise that will require support.

AUTHORITIES FOR POSITION

- Perform assembly, packaging, and sterilization activities per approved work instructions.
- Prepare test protocols and reports as needed.
- Execute test protocols as needed.
- Aid in design transfer to manufacturing.

QUALIFICATIONS & COMPETENCY REQUIRED FOR POSITION

- 2-year technical associate degree or equivalent experience
- Manufacturing experience (hands-on building)
- Understanding of manufacturing processes and techniques
- Understanding of aseptic techniques is preferred
- Proficiency in Excel, Word, MS Project, and statistical methods.
- Good interpersonal, verbal, and written communication skills
- Understanding of various types of mechanisms, materials, drafting standards, and GD&T
- Medical device industry and Quality Management System experience preferred (ISO 13485, FDA CFR 820, MDD 93/42/EE, etc.)
- Experience with engineering change controls preferred
- Ability to schedule work to achieve goals
- Self-starter with little supervision required for day-to-day activities
- Ability to work safely in clean room, laboratory, and shop environments

WORKING ENVIRONMENT

- Production area including Controlled Environment Area with ISO Class 7 Clean-bench, ISO Class 7 Clean Room

SALARY RANGE

- Hourly, non-exempt position
- $20 - $24 per hour