

Position: Manager of Operations (Little Rock)

The Manager of Operations (Little Rock) will be responsible for directing and managing the operations of the Little Rock office. Specifically, the role will oversee the following activities: tracking and monitoring the company's inventory of both raw materials, work in process, and finished goods inventory; production scheduling and fulfillment; quality objectives. This individual will be well organized and will document such activities in appropriate areas and will interface with various roles throughout the company. This role will work closely with the Chief Technology Officer, the Chief Commercial Officer, the Inventory Manager, the Production Manager, the project management team and will interface as needed with various external suppliers.

Reports To:

This position reports to both the Chief Technology Officer and Chief Commercial Officer.

AngelEye Health, Inc. offers you:

- A growth-oriented team environment where your strengths are highly valued
- Opportunities to expand your technical skills and knowledge with on-the-job learning/training opportunities
- Fully paid employee health insurance premium

Essential Duties and Responsibilities:

- Responsible for inventory oversight, including forecasting and procurement activities.
- Management of production schedules and fulfillment needs based on interactions with CCO and Supply Chain Specialist to plan production runs and to execute such runs.
- Manage the monitoring, measurement, and review of internal processes, especially those that affect the quality of the organization's products.
- Track and report on various quality measurements on a monthly basis.
- Oversee and help develop a revised customer hardware repair and return process.
- Conduct periodic management review meetings.
- Oversee product manufacturing process.
- Keep up on standards, regulations/laws, issues, and news with respect to product quality.
- Participate in executive strategy sessions as needed to provide operational insight and capability updates to executive leadership.

Reports directly to the Chief Technology Officer. Works in conjunction with any other department that has an effect on the quality of the organization's products.

Requirements:

- Previous work experience in Operations
- Familiarity with Supply Chain processes

- Previous management experience preferred
- Excellent written and verbal communication skills
- Solid organizational skills including attention to detail and multitasking skills
- Strong working knowledge of Microsoft Office Suite
- Experience working in Healthcare or Healthcare Information Technology is a plus
- Experience with SmartSheets software a plus, but not required
- ISO 9001 Experience a plus, but also not required

Manager of Operations top skills & proficiencies:

- Coaching
- Management
- Process Improvement
- Planning
- Performance Management
- Inventory Control and Forecasting
- Verbal CommunicatiON