

Operations Manager (Full-time)

ZuriMED Technologies AG is an innovation-driven Swiss company based in Zurich that spun off in 2015 from the Laboratory for Orthopedic Biomechanics at ETH Zurich. As an innovation engine with a dynamic management team and a Board of Directors of world-leading scientists and clinicians, ZuriMED's strength lies in thinking outside the box and developing disruptive technologies that address unmet clinical needs.

At ZuriMED, we are looking for a dynamic and highly motivated professional to join our team as an Operations Manager. If you are passionate about streamlining operations and ensuring the seamless production and supply chain of medical devices in a fast-paced environment, this is an excellent opportunity.

Main Responsibilities:

- **Supply Chain Management:** Manage purchase orders, inventory, logistics, and distribution, ensuring traceability of components and finished devices.
- **Production Scheduling:** Develop and execute production schedules to meet market demand and organizational goals.
- **Supplier Relations:** Establish and maintain supplier relationships, negotiate contracts, and monitor performance.
- **ERP System Utilization:** Use Microsoft Business Central to manage data exchange with logistics partners and maintain comprehensive operational databases.
- **Regulatory Compliance:** Maintain Device History Records (DHR) and ensure processes align with ISO 13485 standards.
- **Cross-functional Collaboration:** Work with the finance team on customs clearance and align financial transactions with goods movement.
- **Workflow Optimization:** Monitor, improve, and optimize manufacturing workflows, minimizing downtime and waste.
- **Shipment Operations:** Oversee all shipment processes, including coordination, tracking, and ensuring timely delivery.

Qualifications:

- Bachelor's degree in engineering, supply chain management, operations, or a related field.
- Proven experience in production, logistics, or supply chain management, ideally in the medical device industry or other highly regulated fields.
- Knowledge of ISO 13485 standards and regulatory requirements is highly preferred.
- Proficiency in ERP systems, preferably Microsoft Business Central.
- Fluency in English and German (both written and spoken).
- Strong organizational, problem-solving, and leadership skills.
- Excellent communication and interpersonal skills for cross-departmental and external collaboration.
- Ability to work independently and proactively drive projects.

Start date: As soon as possible.

Have we caught your attention? We are looking forward to your application
Please send your CV to application@zurimed.com until **15.02.2025**.