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Mother's Milk Bank of Florida is currently seeking a dedicated **Operations Manager** to join our team! The Plant Operations Manager provides leadership over assigned staff, implements quality improvements, ensures the facility equipment is properly maintained, and collaborates with senior staff regarding regulatory compliance activities. This is a full-time, hands-on position.

DUTIES & RESPONSIBILITIES

Shop Floor -

- Provide leadership over assigned staff.
- Assist in hiring, providing on-going assessment, and conducting annual reviews.
- Ensure staff have the training, tools, and materials needed to carry out assigned duties.
- Employ lean manufacturing principles and six sigma measures to establish operations initiatives/process changes for the improvement of safety, quality, cost, delivery, and workflows.
- Collect data on operational key performance indicators.
- Develop and present regular reports.

Equipment -

- Maintain proper calibration and maintenance/operation of all measurement equipment and tools.
- Assess equipment and tools.
- Make recommendations for repair or replacement.
- Oversee routine maintenance.
- Verify completion of repairs.
- Maintain accurate records of repairs, preventive maintenance, equipment tests, calibration/validation of measurement tools/equipment, and other activities.

Regulatory Compliance -

- Collaborate on updates to Milk Bank Safety & Processing Policies & Standard Operating Procedures and Food Safety Plan. Especially good manufacturing practice, hazard analysis, preventive controls, environmental monitoring, and sanitation.
- Collaborate on facility readiness for inspections. These inspections include, but are not limited to; FDA, FDACS, FLDOH, HMBANA, vendors, internal and external 3rd party audits.

QUALIFICATIONS & SKILLS

Education and Experience -

- Bachelor's degree from an accredited college or university and two years' experience in food manufacturing operations, tissue bank processing, or related field.

Preferred -

- Bilingual in English and Spanish.
- Certified Maintenance & Reliability Professional (CMRP).

Certificates, Licenses, Registrations or Other Requirements -

- Preventive Controls Qualified Individual (PCQI).
- Food Manager certificate or agreement to achieve in 90-days.
- Certified as Milk technician or agreement to achieve within 6-mos (OJT).
- Six Sigma Green Belt/Lean Six Sigma Green Belt or agreement to achieve in one year.

Other Knowledge, Skills or Abilities Required

- Solid production management background as well as a maintenance profile.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Recognition of the responsibility for good stewardship of the donated mothers' milk.
- Able to perform front line level duties as they pertain to human milk processing, storage, and distribution. Demonstrate a high level of leadership and teamwork by jumping in and assisting our team with workload when necessary.

WHY WORK HERE

The Mothers' Milk Bank of Florida is a community-based, 501c3 charitable organization, accredited by the Human Milk Banking Association of North America (HMBANA) and serves our state's hospitals and families. Our Mission is to improve population health and promote healing by collecting, processing, and distributing pasteurized donor human milk. Human milk is considered both nutrition and a biologically active tissue. Extremely premature and medically fragile infants have lower risks for a number of negative health outcomes when their nourishment is predominately human milk. The use of pasteurized donor human milk, when maternal supply needs to be augmented, is the standard of care in greater than 90% of the level 3 neonatal intensive care units in Florida. By joining the staff at MMBFL, you can help save babies every day.

- Work with a superb, well-established team.
- Flexible scheduling with generous paid time off.
 - Monday – Friday.
 - Day shift.
 - Weekends and holidays off.
- Qualified Small Employer HRA.
- Tuition/professional development reimbursement.
- Competitive salary \$26 to \$33 hourly; commensurate with experience