

# Mill Creek Life Sciences

Job Title: Production/Quality Technician I	Job Code:
Department:	Job Grade:
Revision Date:	Fair Labor Standards Act (FLSA):

## Company Overview

Mill Creek Life Sciences, LLC (MCLS) operates in Rochester, Minnesota and seeks to develop new cellular technologies and regenerative medicine therapies. Through our collaboration with research institutions such as the Mayo Clinic, we develop novel and high-fidelity solutions to issues in both clinical practice and research. Our technology extracts powerful growth factors, which stimulate cell growth and wound repair, from human blood products.

## Position Overview

Production/Quality Technician I is responsible for end-to-end production; including pre-processing, processing, and post-processing in accordance with FDA GMPs and SOPs to comply with regulatory requirements and assist other groups including compliance.

## Essential Job Functions

- Manufacture product following established SOPs and FDA GMP guidelines
- Perform 2<sup>nd</sup> chair duties in cleanroom during manufacturing
  - Clean and maintain equipment
  - Coordinate, stage and present supplies/materials to Sterile Operator
  - Complete documentation and maintain records
  - Operate centrifuges and environmental monitoring devices
- Check in materials and supplies
- Perform routine cleaning and maintenance of facility
- Perform pre-processing activities required for product manufacturing
- Prepare product for shipping
- Report and document deviations, non-conformance to Quality Manager and work together to implement good quality practices.
- Perform in research and development activities as designed by the Scientific Advisor
- Perform various lab tests including the use of pH meters, conductivity meters, ELISA assays, etc.
- Other duties, as assigned

## Non-essential Job Functions

- Adheres to high standard of personal and professional conduct
- Maintains confidentiality of sensitive oral, paper-based, and electronic information
- Complies with MCLS defined policies, processes, and procedures in the conduct of routine activities
- Maintains competency in FDA Good Manufacturing Practices
- Shares knowledge and information to assist in education and training MCLS staff
- Maintains and enhances profession/competency skills

## Requirements

- Minimum Associates degree in science
- 1 - 3 years previous experience with FDA Good Manufacturing Practices (GMP) for product manufacturing and facility/environmental control procedures.
- High attention to detail
- Must be capable of working in a clean room environment in clean room attire
- Must possess good communication skills and be able to work closely with others
- Previous FDA GMP experience preferred or able to complete course work within 1 month

## Other Skills/Abilities

- Must be able to lift 40 pounds
- Good personal hygiene

## How To Apply

- To apply please send a resume and cover letter to [info@millcreeks.com](mailto:info@millcreeks.com).

*All employees of MCLS must be fully vaccinated against COVID-19*

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.