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Director/Vice President of Operations

Job Description and Responsibilities

Overview

The Director/Vice President of Operations (Dir/VPO) for HD***medical*** is a hands-on position, steering company mission, vision, and values, ensuring sustainable growth and operational excellence, while having an adjunct individual contributor role. Dir/VPO works closely with HD***medical***'s CTO, assuring the company maintains a robust pipeline and collaborates closely with CEO to develop long-term goals, shape corporate policies, and oversee all aspects of the business, including sales, R&D, commercialization, and global expansion. Dir/VPO reports to HD***medical***'s CEO. Director or VP role, title, & compensation commensurate with qualifications.

Key Responsibilities

Operational Management

- Oversee and participate in daily operations, ensuring the efficiency, quality, and safety of all manufacturing, research, and commercial activities
- Manage resource allocation, budgeting, and cost-control measures to optimize profitability and support growth initiatives

Financial Stewardship

- Internal and external report creation
- Day-to-day Accounts Payable and Receivables and operations

Market Strategy & Commercialization

- Support founder in outreach, including conferences, sales calls, and site visits
- Lead government affairs and political action activities to promote advocacy and improve guidance from government bodies (e.g., CMS, Congressional committees)

Corporate Governance & Stakeholder Engagement

- Support the founder/board of directors in governance matters, ensuring compliance with fiduciary duties, ethical standards, and transparency requirements

Talent Management & Corporate Culture

- Create a performance-driven workplace culture that attracts and retains top talent
- Promote collaboration, accountability, and continuous learning

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Qualifications & Experience

- Advanced degree in business administration, engineering, finance, life sciences, or a related field; MBA or equivalent preferred
- Executive leadership experience (5+ years) in the medical device, healthcare technology, or life sciences sector
- Experience with new product development, clinical research, and global commercialization
- Understanding of health economics and the clinical value proposition of devices
- Outstanding communication, negotiation, and stakeholder management skills.

Key Competencies

- Strategic vision and entrepreneurial mindset
- Financial acumen and business judgment
- Cross-functional leadership and collaboration
- Integrity, ethics, and professionalism

Performance Metrics

The Dir/VPO is evaluated based on:

- Achievement of strategic and financial targets

Compensation Opportunity: $75-$200k based on experience/achievements

Sources:

- Base salary
- Quarterly commission: based on achievement of revenue targets paid quarterly
- Annual bonus based on performance

Minimum Experience: 5 years in a managerial position and at least 1 year in a Director position or equivalent. Medical Device Experience a must. Medical Clinical Experience preferred. QuickBooks knowledge a plus.

Contact:
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HD***medical*** is an Equal Opportunity Employer (EOE)