

# Kelly Science, Engineering, Technology & Telecom

Position	Education	Experience	Area	Division	Recruiter / Email Address
<b>Validation Engineer</b>	Bachelor's degree in Engineering	Previous related experience, such as good documentation practices, clean room, medical device. Experience on writing validation protocols, reports. Experience on Injection Molding Processes and Equipment, preferred. Excellent computer skills required. Statistical analysis. Bilingual (English-Spanish) Critical thinker and problem-solving skill.	Añasco	Kelly Engineering Resources	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>
<b>Engineer</b>	BS in Engineering, preferably Biomedical, Chemical, Mechanical, Industrial or sciences related field	Experience in medical devices validation; EO Sterilization, manufacturing equipment/processes required. Lean/Six Sigma Green or Black Belt Certification is a plus. Minimum of 5 – 7 years of experience in the medical device and/or pharmaceutical manufacturing environment; with at least five (5) years in a validation position	Añasco	Kelly Engineering Resources	<b>Madalis Carrasquillo / <a href="mailto:carrama@kellyservices.com">carrama@kellyservices.com</a></b>
<b>CAD Technician</b>	Associate's degree or equivalent. Bachelor's degree in Mechanical Engineering is a plus	CAD design experience required. Proficient in Solid Works and or ProE. Experience working in Machine Shops/Manufacturing processes or similar environments is a plus. Excellent computer skills required. 3D Printing experience is a plus. Bilingual (English and Spanish).	Añasco	Kelly Engineering Resources	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>
<b>Quality Representative</b>	Associate Degree in Engineering, Science, or related area	Excellent computing skills including MS OfficeSuite. Excellent written and verbal communication skills and interpersonal relationship skills. Able to read, write, understand and speak English.	Añasco	1	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>

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		Extensive knowledge and use of documentation systems. Full knowledge in label printing systems.			
<b>Engineering Technician</b>	AD or BD on Engineering: Electrical or related area	Previous experience. Strong knowledge in computer application such as Microsoft Word, Microsoft Excel. Ability to use related equipment and hardware such as Computer Aided Design (CAD) system (AutoCAD, SolidWorks, ProE, etc.). Available to work all shifts, weekend.	Arecibo	Kelly Engineering Resources	<b>Lymaris Ortiz / <a href="mailto:ortizly@kellyservices.com">ortizly@kellyservices.com</a></b>
<b>Customer Service Supply Chain Manager</b>	Bachelor's degree in Industrial Engineering, Business administration or related discipline	Minimum of three (3) years of experience in Customer Service, Scheduling, Supply Chain or Manufacturing Coordination area within manufacturing environment. PC Proficiency including knowledge of Excel, Mapics and Microsoft Outlook. Bilingual – English\Spanish with good oral and written communication skills.	Arecibo	Kelly Engineering Resources	<b>Lymaris Ortiz / <a href="mailto:ortizly@kellyservices.com">ortizly@kellyservices.com</a></b>
<b>Maintenance Technician</b>	Associate's degree in Engineering, Electricity, Refrigeration, Mechanics, Stamping or Electronics	Have a Licensed Electrician, Plumbing, Refrigeration Technician and / or Certificate in Mechanics or Electronics. Minimum of seven (7) years of experience in an industrial manufacturing environment focused on maintenance or facilities. Driver's License – Valid.	Arecibo	Kelly Engineering Resources	<b>Lymaris Ortiz / <a href="mailto:ortizly@kellyservices.com">ortizly@kellyservices.com</a></b>
<b>OPEX Technician</b>	Bachelor of Science, Business Administration or Engineering	Minimum 3 years of related experience in the manufacturing industry. Computer Knowledge (MS Office). Good interpersonal relationships. Experience in continuous improvement (e.g. Lean, 5S, Six Sigma, Kaizen, etc.). Technical and manufacturing skills	Arecibo	Kelly Engineering Resources	<b>Madalis Carrasquillo / <a href="mailto:carrama@kellyservices.com">carrama@kellyservices.com</a></b>

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		and/or materials. Presentation skills. Oral and written communication skills. Bilingual (Spanish and English). Available to work 1st and 2nd shift.			
<b>Quality Technician</b>	Bachelor of Science, Quality Control, Electronic Technology, Engineering or Business Administration, preferably	Minimum 3 years of experience in Quality. Computer Knowledge (MS Office). Good interpersonal relationships. Knowledge in measurement and tools (caliper, micrometer, etc.) Knowledge and interpretation in Cartesian coordinates. Drawing reading skills, engineering drawings, analysis, and documentation handling. Knowledge of ISO 9001. Oral and written communication skills. Bilingual (Spanish and English). Available to work 1st and 2nd shift.	Arecibo	Kelly Engineering Resources	<b>Madalis Carrasquillo / <a href="mailto:carrama@kellyservices.com">carrama@kellyservices.com</a></b>
<b>Mechanic-Forklift</b>	Technical degree in Mechanics	Previous experience in maintenance and repair crown forklifts and other brands. Knowledge in the handling and documentation of "up daily, service int" and "travel"; among other tasks. Available to work daytime.	Caguas	Kelly Engineering Resources	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>
<b>Drafter</b>	AA or AS in Drafting / Instrumentation or Engineering	Drafter with AutoCAD experiences and machine shop or Tune Dicks with CAD.	Carolina	Kelly Engineering Resources	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>
<b>Occupational Nurse</b>	Bachelor of Science in Nursing or Master of Occupational Nursing, Credits for Occupational Nursing Courses	Nursing experience, preferable one (1) year of experience in Occupational Nursing. License: Graduated Nurse License (RN). Associate with the College of Nursing Professionals of Puerto Rico. Certificates of continuing education. Certificates in force to practice audiological examinations and	Carolina	Kelly Scientific Resources	<b>Madalis Carrasquillo / <a href="mailto:carrama@kellyservices.com">carrama@kellyservices.com</a></b>

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		spirometry, First Aid, CPR, among others.			
<b>Technical Facilitator</b>	Technical degree, associate, or high school, preferably in any IT discipline	If the candidate does not have a degree, he must have previous experience in the technical support field. Knowledge in Photocopier, Printers, Scanners, or related equipment. Comply with daily customer demands by solving basic situations related with the equipment. Candidate must have previous experience working with Print Shop equipment.	Cidra	Kelly IT Resources	<b>Arlene Herrera / <a href="mailto:ARLH969@kellyservices.com">ARLH969@kellyservices.com</a></b>
<b>Set Up Operator</b>	Preferably Associate Degree in Industrial or Electromechanical Mechanics, or High School Diploma and previous experience	Two (2) years of previous experience as an Equipment Operator, Set-Up, or Mechanic in the medical equipment manufacturing industry or in some food, cosmetics, or pharmaceutical manufacturing facility. Available to work any shift, any day of the week.	Fajardo	Kelly Engineering Resources	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>
<b>Manufacturing Supervisor</b>	Bachelor's Degree Operations Management, Engineering, or relevant course of study	One (1) year; related experience with supervisory skills in a manufacturing environment. Five (5) years, previous experience in a manufacturing environment, preferably medical devices	Fajardo	Kelly Engineering Resources	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>
<b>Archaeologist</b>	Graduated degree in Archaeology, Anthropology, or closely related field	At least one year of full-time professional experience or equivalent specialized training in archaeological research, administration, or management. At least four months of supervised field and analytic experience in general North American Archaeology.	Guaynabo and Remote	Kelly Scientific Resources	<b>Madalis Carrasquillo / <a href="mailto:carrama@kellyservices.com">carrama@kellyservices.com</a></b>
<b>IT Project Manager</b>	Bachelor's degree or higher in Engineering, Information Systems, or related PM discipline	Project Management Professional (PMP) certification a plus. Bilingual (English/Spanish) Competent and strong understanding of project	Guaynabo	Kelly Engineering Resources	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>

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		<p>system life cycle (SDLC), business processes and operating systems.</p> <p>Availability to travel 20% of time.</p> <p>Working conditions vary from Office or remote work</p>			
<b>Case Manager</b>	Bachelor's Degree in Social Work	<p>Experience related to social work and/or providing services to communities.</p> <p>Interpersonal relationships</p> <p>Own your own car to perform the functions properly.</p>	Guaynabo	Kelly Healthcare Resources	<b>Madalis Carrasquillo / <a href="mailto:carrama@kellyservices.com">carrama@kellyservices.com</a></b>
<b>Technical Facilitator</b>	Technical degree, associate, or high school, preferably in any IT discipline	<p>If the candidate does not have a degree, he must have previous experience in the technical support field. Knowledge in Photocopier, Printers, Scanners, or related equipment. Comply with daily customer demands by solving basic situations related with the equipment.</p>	Island wide Metro North East area	Kelly IT Resources	<b>Arlene Herrera / <a href="mailto:ARLH969@kellyservices.com">ARLH969@kellyservices.com</a></b>
<b>Set Up Operator III</b>	Education, technical course, or associate degree completed in Mechanics, Instrumentation, Tool & Die or Electrical	<p>Machine operators will work with precision equipment. Some machines are controlled by computers and operators will need to work with CAD / CAM technology.</p> <p>Machine operators will need to read and understand blueprints, schematics, models, and other specifications. Work with heavy machinery from installation to operation.</p> <p>Machine operators can work with computer-controlled equipment or more mechanically based machines to make sure they are set up correctly, working well, and producing quality products.</p> <p>Available to work any shift, any day of the week.</p>	Las Piedras	Kelly Engineering Resources	<b>Lymaris Ortiz / <a href="mailto:ortizly@kellyservices.com">ortizly@kellyservices.com</a></b>
<b>Sr. Quality Assurance Scientist</b>	Bachelor's degree in Science (Chemical, Engineering,	Six (6) years of experience in Quality Assurance responsibilities in a pharmaceutical industry, or	Manatí	Kelly Scientific Resources	<b>Lymaris Ortiz / <a href="mailto:ortizly@kellyservices.com">ortizly@kellyservices.com</a></b>

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	Biology, Pharmacy or Microbiology	<p>experience in manufacturing operations of Oral Solid Dosage and Parenteral Products Manufacturing. Fully bilingual (Spanish/English) communication skills, both written and verbal.</p> <p>Proficient knowledge of computer systems (Microsoft Office etc.) and applications like Track wise and SAP.</p>			
<b>Aseptic Process Support Sr. Specialist</b>	Bachelors' degree in Microbiology	Originates, evaluates, and implements Microbiology Laboratory Change Controls following company's procedures and policies ensuring the accuracy of the information and closing with established period	Manatí	Kelly Scientific Resources	<b>Lymaris Ortiz / <a href="mailto:ortizly@kellyservices.com">ortizly@kellyservices.com</a></b>
<b>Quality Lab. Analyst</b>	B.S. degree in Science with a major in Chemistry, Biochemistry, Industrial Chemistry, Biology or Medical Technology	One (1) year of experience in a Pharmaceutical environment. Strong knowledge in computer applications and appropriate software packages. Proficient in working with analytical data collection and documentation or other information related to laboratory environment.	Manatí	Kelly Scientific Resources	<b>Lymaris Ortiz / <a href="mailto:ortizly@kellyservices.com">ortizly@kellyservices.com</a></b>
<b>Microbiologist</b>	Bachelor Degree in Biology, Biotechnology, Medical Technology, Microbiology, or Industrial Microbiology	One (1) year of working experience in a Microbiology Laboratory of a Pharmaceutical Industry. Knowledge in laboratory aseptic procedures in a pharmaceutical industry. Knowledge of compliance requirements, cGMP, GLP and FDA regulations and the ability to interpret and apply them. Knowledge in general laboratory instrumentations such as incubators, sterilizers, oven, scales, pH meters, air samplers, microscopes, Biohazards, UV, densitometer, conduct meter and Laminar Flow Hoods. Willing to work	Manatí	Kelly Scientific Resources	<b>Lymaris Ortiz / <a href="mailto:ortizly@kellyservices.com">ortizly@kellyservices.com</a></b>

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		irregular hours, rotative shifts, weekends and holidays, when necessary.			
<b>Research Investigator</b>	BS Degree in Natural Science in Biochemistry or Chemistry or Master Degree	Master Degree with at least (2) two years' experience in pharmaceutical industry in method development/transfer of biomolecules. PhD Degree with experience in handling, analysis, and method development of biomolecules. Technical knowledge of proteins handling and analysis with specific experience in biomolecules method optimization and troubleshooting. Broad experience with analytical instrumentation and techniques (e.g. HPLC, GC, UV, FTIR, MS, CE, SDS-PAGE, SEC, ELISA). Willing to work irregular hours, rotative shifts, weekends and holidays, when necessary.	Manatí	Kelly Scientific Resources	<b>Lymaris Ortiz / <a href="mailto:ortizly@kellyservices.com">ortizly@kellyservices.com</a></b>
<b>Manufacturing Documentation Reviewer</b>	B.S. in Natural Science (Chemistry, Microbiology, Biology) or related fields	At least one to two (1-2) years of experience in a regulated environment. Manufacturing or Quality experience, preferable in a documentation function. Computer literate (knowledge on Microsoft Word, Microsoft Excel, Microsoft Power Point, QC-Main and SAP).	Manatí	Kelly Scientific Resources	<b>Lymaris Ortiz / <a href="mailto:ortizly@kellyservices.com">ortizly@kellyservices.com</a></b>
<b>Microbiology Lab. Technician</b>	Bachelors' degree in Microbiology	No experience is required. Some experience is preferable.	Maricao	Kelly Scientific Resources	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>
<b>Web Site Manager</b>	A Degree in Marketing or a related area	Minimum 2 years of experience in digital media. Good knowledge of Photoshop, Adobe Premier or other editable digital programs. Experience working with visual communication methods. Knowledge in page designing using WordPress. Experience	Metro	Kelly IT Resources	<b>Arlene Herrera / <a href="mailto:ARLH969@kellyservices.com">ARLH969@kellyservices.com</a></b>

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		working with digital information. Bilingual English/ Spanish.			
<b>Pharmacy Technician</b>	Pharmacy Technician License / Certificate of Registration	Minimum one (1) year of pharmacy experience. Knowledge in PrimeRX, RX30. Availability to work different schedules.	Metro	Kelly Healthcare Resources	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>
<b>Chemist</b>	Bachelor's degree in Chemistry	A minimum of three (3) years of experience. Licensed and Registered with the PR Chemist College. Available to work any shift, any day. Bilingual (English-Spanish)	Ponce	Kelly Scientific Resources	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>
<b>Machine Technician</b>	Associate Degree in Mechanics, Electronics, Tool Die or equivalent, or Bachelor degree in Electronic Engineering Technology	Three (3) years or more of experience on: Radio Frequency Heat Sealing equipment, Extrusion and, hydraulic system. Available to work any shift and day of the week.	San German	Kelly Engineering Resources	<b>Marieli Ramos / <a href="mailto:ramosma@kellyservices.com">ramosma@kellyservices.com</a></b>
<b>Quality Engineer</b>	Bachelor's degree Engineering (Mechanic, Electrical, Industrial)	Proven experience in managing multiple projects and priorities. Excellent communications skills, fully bilingual (Spanish & English). Quality and planning expertise. Fully Bilingual (English & Spanish).	Santa Isabel	Kelly Engineering Resources	<b>Madalis Carrasquillo / <a href="mailto:carrama@kellyservices.com">carrama@kellyservices.com</a></b>

**Kelly Services, Inc. – Job Opportunities**  
**B7 Tabonuco St. Suite 1501, Guaynabo PR 00968-3003 Guaynabo PR 00968**  
**Tel : (787) 745-5252 // Fax : (787) 745-5259**

**How to Apply:** If you meet the requirements please submit your updated resume and academic evidence to [professionaltech@kellyservices.com](mailto:professionaltech@kellyservices.com) or register at [www.kellycareernetwork.com](http://www.kellycareernetwork.com)

*Para solicitar empleo, enviar resume actualizado y evidencia académica del grado mayor obtenido (Diploma, Transcripción de Crédito o Carta de Certificación oficial) a [professionaltech@kellyservices.com](mailto:professionaltech@kellyservices.com) o regístrese en [www.kellycareernetwork.com](http://www.kellycareernetwork.com)*



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Required documents that could be requested, once you qualify for a position:

- Permit to work in USA and Puerto Rico, such as: passport, photo ID, Social Security card, among others.
- Health Certificate (if applicable)
- Criminal Record Certificate

*De ser ubicado/a para alguna vacante, más adelante en el proceso, se podría requerir:*

- *Permiso para trabajar en Estados Unidos y Puerto Rico (Ej. Pasaporte, o identificación con retrato y tarjeta de Seguro Social, entre otros).*
  - *Certificado de Salud (pudiera ser requerido de acuerdo con la vacante y tipo de industria).*
  - *Certificado de Antecedentes Penales.*
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