

Kelly Science, Engineering, Technology & Telecom

Position	Education	Requirements	Area	Division	Recruiter / Email Address
EHS Associate	BS degree in Engineering or Science Related Field or MS degree in Environmental Engineering, Management or in Environmental Science and Technology	Minimum of 3 years of experience in Environmental field. Knowledge of statistical software and calculations. Computer literate. Excellent interpersonal skills with the ability to negotiate with and direct others. Project management knowledge/skills. Highly organized with the ability to multitask. Fully Bilingual (English & Spanish).	Aibonito	Kelly Engineering	Nancy Soto / Sotonan@kellyservices.com
Project Engineer	Bachelor degree in Engineering. Preferably Industrial or Mechanical	At least 1-3 years practical experience in a FDA regulated manufacturing environment, Preferred in a Medical Device Operation. Experience working directly with suppliers with raw materials. Project management and/or engineering experience preferred Preferred Knowledge: SPC, Lean/Six Sigma, JIT, TQC, GMP, QLP and Design Control applications. Ergonomic. OSHA and FDA regulations, Project management, cost control, and development of guidelines, trainings, and program. Available Admin Shift, Monday - Friday 8am - 5pm.	Añasco	Kelly Engineering	Lilly Abouomar / LILA729@kellyservices.co

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Maintenance Engineer	Bachelor degree in Mechanical or Electrical Engineering	At least 2 years of practical experience in an FDA-regulated manufacturing environment. Preferred in a Medical Device Operation. Experience in validations such as facilities equipment, and manufacturing equipment, required. Experience in Nonconformance and CAPA for Facilities. Knowledge of HVAC, utilities, air compressors, and water distribution systems. Available to work Monday – Friday, 8am - 5pm. Over time and Weekends availability, when needed.	Añasco	Kelly Engineering	Lilly Abouomar / LILA729@kellyservices.co
Project Manager	Bachelor’s degree engineering, science or related is preferred	At least 8 years of Program/Project Management experience. Experience with regulatory agency guidelines for medical device manufacturers is highly preferred. Project Management Professional (PMP) Certification is preferred. Proven track record in the management of multiple complex, large-scale projects with the ability to prioritize projects.	Añasco	Kelly Engineering	Marieli Ramos ramosma@kellyservices.com
Quality Engineer	Bachelors Degree in Engineering with relevant experience in validation activities	Minimum 2 years of experience in validations (PVP, Transfer Plan, IQs, OQs, PQs, TMVs, etc) Previous related experience, such as Medical Device Quality Engineering, Process Validation, Product LifeCycle Management, GDPs cGMPs. Excellent computer skills required. Ability to read, comprehend, write and speak English, and good communication skills and interpersonal skills required.	Añasco	Kelly Engineering	Marieli Ramos ramosma@kellyservices.com

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Quality Validations Lead	Bachelors Degree in Engineering with relevant experience coordinating and leading validations activities	Minimum 2 years of experience in validations (PVP, Transfer Plan, IQs, OQs, PQs, TMVs, etc) -Previous related experience, such as Medical Device Quality Engineering, Process Validation, -Product LifeCycle Management, GDPs cGMPs. -Excellent computer skills are required. -Ability to read, comprehend, write, and speak English, and good communication skills and interpersonal skills required.	Añasco	Kelly Engineering	Marieli Ramos ramosma@kellyservices.com
Quality Engineer	Bachelor degree in Engineering	At least 4 years practical experience in similar position at FDA regulated manufacturing environment, Preferred in a Medical Device Operation. Knowledge of FDA, OSHA, EPA, and GMPs and ISO requirements. Available Admin Shift, Monday - Friday 8am - 5pm. Over time and Weekends availability when needed.	Añasco	Kelly Engineering	Lilly Abouomar / LILA729@kellyservices.com
Environmental Health & Safety Technician	Bachelor's Degree in Science or related field	1-3 years of work related experience. Regulatory knowledge in EPA, OSHA, ANSI, ACGIH, others as required. Good verbal communications and writing skills (English and Spanish).	Añasco	Kelly Science & Clinical	Madalis Carrasquillo / carrama@kellyservices.com
Maintenance Technician	Associate Degree in Engineering or technical field	Read and analyze pneumatic, hydraulic, and mechanical schematics Troubleshoot electromechanical equipment and pneumatic, hydraulic, electrical, and electronic components of production machines and systems.	Añasco	Kelly Engineering	Marieli Ramos ramosma@kellyservices.com

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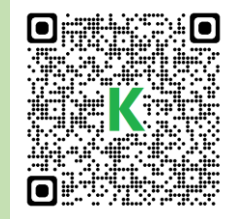
Engineer Technician	Bachelor or Associate Degree – Engineering or Science	Two to three (2-3) years' experience in a manufacturing environment; molding &/or tooling. Knowledge in Lean Manufacturing and Problem Solving Techniques. Knowledge on how to read part drawings, time study and capacity analysis.	Arecibo	Kelly Engineering	Lymaris Ortiz / ortizly@kellyservices.com
Set-Up Operator	Associate Degree in Mechanic, Electronic, Tool & Die or related field	Work with precision equipment, read and understand blueprints, schematics, models, and other specifications. Much attention to detail is required. Some machines are controlled by computers and operators will need to work with CAD / CAM technology. Available to all shifts including weekends.	Arecibo	Kelly Engineering	Lymaris Ortiz / ortizly@kellyservices.com
Associate Scientist	Bachelor's degree in Science, preferably Bio-Chemistry or Chemical Engineering with 3 years of experience in a related field; or Master's Degree in Science, preferably Associate Scientist II Chemistry, Bio-Chemistry or Chemical Engineering with 0 years of experience in related field	Must have experience in biologics manufacturing, especially with experience in quality systems (being able to own or assess the impact for change, plans/change control), and product transfer. Must have experience in Tech Transfer and Process Support for biologics manufacturing. 3. Must have the ability and experience to author technical protocols and reports 4. Must demonstrate the ability to manage multiple priorities and comply with deadlines.	Barceloneta	Kelly Science & Clinical	Madalis Carrasquillo / carrama@kellyservices.com
Biologic Operator	Associate degree or Bachelor's Degree in Natural Sciences, preferably in Chemistry, Biology, Microbiology, or related areas	Experience in a Manufacturing environment. Available to work all shifts, including weekends, overtime, and 12 hrs. Shifts; when required based on business needs.	Barceloneta	Kelly Scientific Resources	Madalis Carrasquillo / carrama@kellyservices.com

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Associate Scientist Chemistry	<p>Bachelor degree in a Natural Scientific, Chemistry field. PR Chemist License Required</p>	<p>At least 3 years of experience in the pharmaceutical industry, preferably with experience from a manufacturing environment. Knowledge of cGMP's and compliance and Technical knowledge of Chemistry. Broader knowledge of basic sample preparation techniques and analytical techniques such as HPLC, GC, UV-Visible spectrophotometer, Gravimetric, Volumetric, TOC, FTIR, pH meters, Polarimetry, Karl Fisher, For Raw Materials scientists is required experience in working with Wet Chemistry and USP/EP/JP/ChP compendia techniques. Computer Skills. Proficient in the use of Chromatographic Data Systems (for example Empower). Bilingual (English/Spanish).</p>	<p>Canovanas</p>	<p>Kelly Science & Clinical</p>	<p>Lilly Abouomar / LILA729@kellyservices.com</p>
Utilities Operator	<p>Associate or bachelor's degree in Science or Engineering (Chemical, Mechanical or Electrical) or other related technical field Technical degrees such as engineering, instrumentation, science, or applied mechanics and waste water treatment plant and/or potable water license is highly desirable</p>	<p>Experience in Utility processes in pharmaceutical operations in general is preferred. Bilingual (English/Spanish) Teamwork oriented, good interpersonal and customer service skills. Candidate must have a strong compliance mindset and sound judgment Ability to handle multiple priorities and work under supervision. Available to support a 7/24 operation in rotating shifts</p>	<p>Carolina</p>	<p>Kelly Engineering</p>	<p>Madalis Carrasquillo / carrama@kellyservices.com</p>
QC Lab Tech	<p>Bachelor's degree in science, concentration in Chemistry is preferable</p>	<p>At least two (2) years of experience is preferable. Must have knowledge of laboratory analysis, methods and practices.</p>	<p>Carolina</p>	<p>Kelly Science & Clinical</p>	<p>Madalis Carrasquillo / carrama@kellyservices.com</p>

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		Flexibility is required to provide technical support to a 7/24 operation.			
Occupational Nurse	Bachelor's Degree in Nursing with a registered license from the Department of Health Board of Puerto Rico	At least, 5 years' experience Occupational Health Nurse experience. Proven expertise in MS Office Suite, Adobe, and ability to operate general office machinery. Ability to manage confidential information with a high level of discretion. Available to work 2 nd shift.	Fajardo	Kelly Healthcare	Marieli Ramos ramosma@kellyservices.com
Manufacturing Engineer II	Bachelor's Degree Engineering discipline (Mechanical, Electrical, Biomedical, Industrial or related)	3 years of experience in a manufacturing environment. 1 year of experience with medical devices. Proficient in English written and verbal communication skills. Experience in a regulated environment.	Fajardo	Kelly Engineering	Marieli Ramos ramosma@kellyservices.com
Sr Project Engineer	Bachelor's degree in Engineering (Civil, Mechanical, Electrical)	Previous experience in projects in the areas of utilities, maintenance, air handlers, construction (but Industry-Pharma / Medical Device) of at least 4-5 years. Projects of replacements of structures, valves, pipes, safety areas. You have to have experience in writing projects but also running the project. Field experience.	Guayama	Kelly Engineering	Nancy Soto / Sotonan@kellyservices.com
Drafter	Technical or Associate degree in Drafting	Experience in piping systems. Previous experience in utilities.	Guayama	Kelly Engineering	Nancy Soto / Sotonan@kellyservices.com
Laboratory Analyst	B.S. in Chemistry, Industrial Chemistry or related	At least 1 year of experience in GMP Analytical Lab. Computer literacy: MS Word, Excel and PowerPoint. Knowledge of cGMP's and compliance Technical knowledge of Chemistry Broader knowledge of basic sample preparation	Gurabo	Kelly Science & Clinical	Lilly Abouomar / LILA729@kellyservices.com



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		techniques. Computer and Software skills; LIMS system basic knowledge Bilingual (English & Spanish). Available to work all shifts (3 rd shift is required).			
Compliance Specialist (Direct Hire position)	BS (Natural Science or Engineering)	At least 2 years of related experience in same position or related in pharmaceutical industry or related preferably with knowledge of cGMP's and compliance aspects. CAPA and Investigations experience required. DEA regulations knowledge.	Gurabo	Kelly Science & Clinical	Lilly Abouomar / LILA729@kellyservices.com
QA Compliance Training Specialist	B.S. in Natural Science or related completed is required	At least 2 years of experience in similar position at pharmaceutical industry or related preferably with knowledge of cGMPs and compliance aspects. Experience on training and curricula development. Knowledge of development of new trainings. Good communications skills, both written and oral. Bilingual (English & Spanish). Technical writing skills. Administrative Shift, M-F. Available other shift when required.	Gurabo	Kelly Science & Clinical	Lilly Abouomar / LILA729@kellyservices.com

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QA Auditor	Bachelor's Degree in Science is required. Major in Microbiology, Biology, Chemistry or related field (natural science)	Must have at least 1-2 years of experience within the related field in a Pharmaceuticals environment. Fluent in Spanish and English and excellent ability to write in English and Spanish. Proficient in the use of MS Office applications Word, Excel, PowerPoint, Outlook, eLIMS, and SAP. Data entry skills in Excel spreadsheets and/or Microsoft Word. Available 1st, 2nd, and 3rd Shift, w/e, and OT.	Gurabo	Kelly Science & Clinical	Lilly Abouomar / LILA729@kellyservices.com
Maintenance Technician	Technical, associate or bachelor's degree in industrial Mechanics, Electricity, Refrigeration Electronic, Instrumentation or other related	At least 3 years of technical experience in Parenteral Pharmaceutical Operations Plants, Sterile, Aseptic Complexes and/or Isolator Systems. Excellent knowledge of machines and/or equipment, including aseptic process and utilities. Excellent troubleshooting skills and Basic knowledge of PLC.	Gurabo	Kelly Engineering	Lilly Abouomar / LILA729@kellyservices.com
Validation Specialist	Bachelor's degree in science or engineering	1+ year of directly related experience. Must have previous experience in validations of manufacturing equipment. Experience working with the validations cycle. Must have initial training in concepts of "Six Sigma" quality techniques. Knowledge of: GMP, FDA and OSHA. Good interpersonal skills. Ability to work as a collaborative team member. Bilingual: Spanish and English (Oral and written).	Jayuya	Kelly Engineering	Nancy Soto / Sotonan@kellyservices.com
Engineer	Master's degree or bachelor's degree in engineering	2 years of Engineering experience. Experience in Biotechnology or	Juncos	Kelly Engineering	Lilly Abouomar LILA729@kellyservices.com

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		<p>pharmaceutical manufacturing processes. Experience with change control, nonconformance, corrective and preventative actions, and validation practices.</p> <p>Experience with Maximo Available for 1st shift and over time when required.</p>			
Specialist Quality Complaints	<p>Master's degree and 3 years of directly related experience to the job or bachelor's degree and 5 years of directly related experience to the job</p>	<p>Strong project management skills, experience leading cross-functional teams, and the ability to handle multiple projects simultaneously is a must. Excellent written and verbal communication skills, including facilitation and presentation skills.</p> <p>Able to work in a team-oriented, matrix environment and work effectively with diverse departmental groups.</p> <p>Available to work administrative shift.</p>	Juncos	Kelly Science & Clinical	<p>Carmen Cruz / CRUZCAL@kellyservices.com</p>
Sr. Engineer	<p>Bachelor's in electrical, mechanic or chemical engineering</p>	<p>5 years of experience: Maintenance, Reliability. Knowledge of Laboratory Equipment / Preventive Maintenance / Project management of New Product Introduction / MAXIMO / GMP. Administrative shift.</p>	Juncos	Kelly Engineering	<p>Carmen Cruz / CRUZCAL@kellyservices.com</p>
Sr. Associate Mfg.	<p>Bachelor's degree in science</p>	<p>At least 6 months of experience in Manufacturing, bilingual (Spanish and English) and proficient in MS Word application. Available to work administrative hours.</p>	Juncos	Kelly Science & Clinical	<p>Carmen Cruz / CRUZCAL@kellyservices.com</p>
Set Up Operator	<p>Technical course, or associate degree completed in Mechanics, Instrumentation, Tool & Die or Electrical</p>	<p>Set Up operators will work with precision equipment. Some machines are controlled by computers and operators will need to work with CAD / CAM technology. Work with heavy machinery from installation to operation.</p>	Las Piedras	Kelly Engineering	<p>Lymaris Ortiz / ortizly@kellyservices.com</p>

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Instrumentation Technician	Associate Degree on Instrumentation, Calibration or related field	1-3 years of experience in repairs and calibration of equipment, including preventive and corrective programs within the Pharmaceutical Industry Able to follow written and oral instructions (English/Spanish for Puerto Rico locations). Basic knowledge of cGMP's and Safety Regulations. Available to work shifts including weekends and holidays.	Manatí	Kelly Engineering	Lymarís Ortiz/ ortizly@kellyservices.com
Microbiologist	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 general laboratory instrumentations such as incubators, sterilizers, oven, scales, pH meters, air samplers, microscopes, Biohazards, UV, densitometer, conduct meter and Laminar Flow Hoods.	Manatí	Kelly Science & Clinical	Lymarís Ortiz/ ortizly@kellyservices.com
Export and Import Classifier	Associate Degree in Engineering or related area, preferred	At least 2 yrs. Of previous experience in a related field. Required ability to effectively communicate in English, both orally and in writing. Ability to work both independently and in a team environment. Have adequate computer skills to use internal customer systems. Proficient with Microsoft Word, Excel, and PowerPoint.	Santa Isabel	Kelly Engineering	Madalis Carrasquillo / carrama@kellyservices.com
IT Technical Support	AD or BD in IT related	Experience in manufacturing industry, IT support Technician. Works under moderate supervision to provide assistance in one or more disciplines within IT, e.g. business and technical application, IT infrastructure, security and compliance, desktop	Santa Isabel	Kelly IT	Madalis Carrasquillo / carrama@kellyservices.com

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		support, database maintenance etc.			
Register Nurse (Intensive Care) (Direct position)	Bachelor's degree in science in Nursing from an Accredited University	License and Registration of Puerto Rico Intensive Course or 2 years or more of experience in a Critical Care Unit.	San Juan	Kelly Direct	Lilly Abouomar / LILA729@kellyservices.com
Registered Nurse – Generalist (BSN)	Bachelor's degree in science in Nursing from an Accredited University	Previous experience as a Generalist Register Nurse. Generalist Nurse License issued by the Puerto Rico Board of Nursing Examiners. Current Registration of Generalist Nurse granted by the Department of Health. Current membership issued by the College of Nursing Professionals of Puerto Rico. Current Cardiopulmonary Resuscitation (CPR) course. Preferably Bilingual (Spanish & English). Domain of electronic medical record, preferably Meditech.	San Juan	Kelly Direct	Lilly Abouomar / LILA729@kellyservices.com
Licensed Practical Nurse (LPN)	Technical Course as a Practical Nurse from an Accredited University	Previous experience as a Licensed Practical Nurse. Current Nurse Practice License issued by the Puerto Rico Nursing Examination Board. Current Nurse Practice Registration (or) granted by the Department of Health. Current membership issued by the College of Nursing of Puerto Rico. Current Cardiopulmonary Resuscitation (CPR) course. Preferably Bilingual (Spanish & English). Electronic medical record domain, preferably Meditech.	San Juan	Kelly Direct	Lilly Abouomar / LILA729@kellyservices.com
Surgical Technician (Operating Room Technician)	Completed Degree and/or Surgical Technician Course Certification	Minimum 6 months of experience performing the functions of the position. CPR course. Hepatitis B, Influenza and Chickenpox Vaccines.	San Juan	Kelly Direct	Lilly Abouomar / LILA729@kellyservices.com

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Field Services Technician	Associate degree or bachelor's in science/engineering or technical certificate in instrumentation, Controls or programming and/or water treatment equipment	Working experience with PLC, control systems, programming, and troubleshooting is preferred. This role requires quite a bit of travel within your territory. Operate, monitor, maintain, repair and optimize industrial equipment performance. Troubleshoot and perform preventative maintenance on a variety of systems and equipment.	San Juan	Kelly Engineering	Madalis Carrasquillo / carrama@kellyservices.com
Mechanic Operator II	Associate's degree, or its equivalent in: Mechanics, Electronic or Tool & die maker	3 to 5 years' experience in an automated industrial environment is preferred. Strong electrical, electronic, pneumatic, and hydraulic knowledge and troubleshooting skills preferred. Available to work all shifts, including weekends and 12 hrs. Shift.	San Lorenzo	Kelly Engineering	Nancy Soto / Sotonan@kellyservices.com Lilly Abouomar / LILA729@kellyservices.com 
Maintenance Specialist	Associate's degree in Electronics, Industrial Mechanics or equivalent; Bachelor's degree preferred	Four (4) years of experience in a regulated industrial environment are required. Experience in an automated industrial environment is highly preferred. Experience providing technical trainings preferred. Bilingual (Spanish & English). Strong electrical, electronic, pneumatic, hydraulic, PLC knowledge and troubleshooting skills preferred.	San Lorenzo	Kelly Engineering	Marieli Ramos ramosma@kellyservices.com

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Maintenance Technician	Associate's degree in Electronics or Instrumentation Engineer	Two (2) years of experience in a regulated industrial environment are required. Experience in an automated industrial environment is highly preferred. Experience providing technical trainings preferred. Bilingual (Spanish & English). Strong electrical, electronic, pneumatic, hydraulic, PLC knowledge and troubleshooting skills preferred.	San Lorenzo	Kelly Engineering	Nancy Soto / Sotonan@kellyservices.com
Engineering Technician	Associate's degree in Electronics or Electricity required. Bachelor's degree in Electronics preferred	Minimum of 6 years of experience as an Engineering Technician or equivalent position. Programming & Troubleshooting of (Texas Instruments, KOYO, ALLEN BRADLEY & SEIMENS) PLCs. Advanced computer skills and use of software application (s) such as DOS, WINDOWS & DMACS Fully Bilingual, written & Oral (Spanish & English) Available to work all shifts; including weekends to support a 24 hour operation (no rotate, Availability for any shift, assigned shift is fixed). This position will be for 3rd shift.	San Lorenzo	Kelly Engineering	Lilly Abouomar / LILA729@kellyservices.com

Kelly Services, Inc. – Job Opportunities
 B7 Tabonuco St. Suite 1501, Guaynabo PR 00968-3003 Guaynabo PR 00968
 Tel. 787-780-2434

How to Apply: If you meet the requirements, please submit your updated resume and academic evidence to professionaltech@kellyservices.com or register at <https://www.mykelly.com/>

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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 o regístrese en <https://www.mykelly.com/>

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

- Permit to work in the USA and Puerto Rico, such as: passport, photo ID, and 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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