

Entrust people are currently recruiting for a Senior QA Associate to join a Dundee based business on a fixed term contract basis due to run 5 months but may extend. This role also offers the potential to relocate with the business to Wales upon completion of the fixed term contract should this be something the successful candidate would be open to.

The successful candidate would report directly to the Site Compliance Manager and hold responsibility for two QA Associates and will ensure all QA activities comply with ISO 9001. To be suitable for this role any applicants must have extensive experience in a supervisory role within Quality Assurance working to GLP, GMP regulatory standards within the Pharma Industry.

RESPONSIBILITIES OF ROLE

- To actively support the Group Business Objectives and Metric.
- In conjunction with site departments actively manage and NC/CAPA/Deviations and Change Control through to completion.
- Management of the batch release process ensuring compliant product is released according to documented procedures and to agreed timelines.
- Mentor and support QA and other departments on best practice.
- Advising and supporting other departments in QA related issues as Subject Matter Expert.
- Representing QA in inter-departmental / customer meetings as required.
- Actively support R+D, Operations, Product Support and Validation as compliance representative.
- Effectively maintain, improve and promote the Quality Management System.
- As required, successfully prepare for and host external audits ensuring Dundee facility certification and compliance continuation.
- To work in accordance with site and legislative employment policies and safety requirements.
- Deputise for the Site Compliance Lead when required.
- Identify and implement improvement opportunities within the QA department and the business as a whole.
- Pro-actively identify and drive Quality and Compliance improvement across the Dundee site.
- Work with departments to investigate and close NC/CAPA in a timely manner.
- Carry out 1st and 2nd party audits.
- QA contact for customers.
- Promote continual improvement within the department and on site.
- Mentor and support the QA Associates to ensure site objectives are met.
- Liaise cross functionally with departments
- Point of contact in QA for customers.

REQUIREMENTS

- Proven background in QA with excellent working knowledge of ISO9001, any ISO13485 knowledge would be highly advantageous
- Ability to develop strong relationships with external and internal customers from diverse backgrounds.
- Have the capacity to bring logical thought processes and impartiality to solve practical problems in a timely manner.
- The ability to work unsupervised and under pressure in a busy, fast paced environment.
- Team player.
- Excellent written and communication skills.
- Experience in a supervisory / management role.