

QUALITY ASSURANCE OFFICER – ERP / QMS

Quality Assurance Officer - ERP / QMS

Luton, Bedfordshire & Peterlee, Durham

About us

Bristol Laboratories Ltd is one of the leading and fastest growing pharmaceutical companies in the United Kingdom engaged in the development, manufacturing, marketing and distribution of generic medicines, as well as formulation brands. We have state-of-the art manufacturing facilities in Luton & Peterlee.

As a result of continued growth and expansion, we have an excellent opportunity to appoint Quality Assurance Officer - ERP / QMS in Luton & Peterlee.

About the job

Key Responsibilities:

- Responsible to set up and customise ERP / QMS in the production environment to perform functional and inspection tests.
- Vendor management creation in ERP / QMS and tracking.
- Analyses and interprets the results of tests undertaken and writes up reports upon completion and trouble shooting in ERP / QMS environment.
- QA regulatory compliance and product quality requirement are met as per set standard.
- Oversee compliance of GMP and GLP.
- To collect, store, log, maintain and control retention samples per approved procedure.
- QMS maintenance - CAPAs, deviations, change controls, investigations.
- Ensure Manufacturing, QA, QC documents are reviewed.
- OOS management and ensuring QC documentation are reviewed and complied as per standards. Participate in regular In-process QA checks for manufacturing / packing activities.
- Participate in regular Internal Quality Audits across the departments.
- Prepare, review and amend SOPs & verify up to date documentation as per GMP requirements. Issuance of manufacturing documents like MBR, PBR etc.
- Participate in investigation of customer complaints, deviations.

About you

Requirements

- Education in Information Technology, Engineering or Pharmaceutical Science preferred but not essential.
- Relevant SAP quality assurance experience in the pharmaceutical industry.
- Thorough understanding of quality assurance activities/cGMP/cGLP and QMS procedures in a pharmaceutical manufacturing unit as well as in warehousing and distribution.
- Ability to excel in a dynamic, fast-paced work environment.
- Excellent verbal/written communication and interpersonal skills
- Should have sound knowledge on computer system validation.

This is a fantastic development opportunity for someone seeking the next step in their management career in a high-profile environment.

To apply for this opportunity, please send your CV and a cover letter to talent@bristol-labs.co.uk.