

Quality Officer



Overview:

Veramed is a specialist contract research organisation (CRO) to the pharmaceutical industry, focused on delivering high quality statistics and programming for the reporting of Phase I-IV clinical trials across a variety of therapeutic areas. The projects and clients we work with provide a varied and exciting challenge; this in turn enables us to help develop and enhance our employees' capabilities and gives opportunities for growth.

Location: Twickenham, London

Purpose:

The Quality Officer is responsible for ensuring that there is a focus on quality throughout all activities within Veramed. This role may be performed alongside other roles within Veramed.

Key Responsibilities:

The tasks listed below outline the scope of this position. The application of these tasks may vary, based on current business needs.

- Quality Assurance:
 - Management of the Quality Management System, audit schedule and CAPA process
 - Review of all controlled documents related to quality (SOPs, policies, guidelines, forms)
 - Effectively monitor compliance to processes
 - Review of staff training records
 - Coordinate and attend internal and client audits
 - Responsible for updating the company and Management Team on quality related issues and initiatives
- Quality Improvement:
 - Empowered to promote good practice by challenging standards within the workplace and by suggesting areas for improvement.
 - Inspire and drive company to achieve and maintain quality values
 - Review of lesson learned meetings, customer concerns, issues and CAPAs for quality-related items and responsibility for coordinating any resulting training or process updates
- Training and Development
 - Development and coordination of training materials related to quality
 - Perform work in full compliance with applicable internal policies, procedures, processes and training

Minimum Qualification Requirements:

- Training in a variety of GxP areas by external training MHRA/RQA
- At least 4 years of relevant QA experience, preferably within the life sciences sector

Additional Requirements:

- Able to communicate effectively and influence across and within the organization
- Excellent written and verbal communication skills
- Excellent interpersonal and negotiation skills
- Able to communicate effectively and influence across and within the organization

Salary and Benefits:

Competitive salary. Benefits include, private healthcare, travel insurance for business and leisure, summer and Christmas party, pension, cycle to work scheme, death in service, season ticket loan.

TO APPLY:

If you are interested in being part of this exciting phase in the company's growth and wish to apply, or would like further information, please email your CV to hr@veramed.co.uk