



### **SUMMARY :-**

Role : Sr. Officer – Quality Assurance - QMS  
Experience : 2 – 4 years  
No. Of Vacancies : 3  
Education : B.Sc / B.Pharm / M. Sc. / M.Pharm.  
Industry type : Pharmaceuticals / Manufacturing unit  
Functional Area : Quality Management Systems.  
Age : 24 – 28 years

### **DESIRED CANDIDATE PROFILE:-**

- Should have minimum 2 year of experience working in QA department.
- Should have sound knowledge of cGMP norms.
- Should have good communication skills both written as well as verbal.

### **JOB DESCRIPTION:-**

Responsible for carrying out the following activities:

- Periodic review of log of change control and deviation management.
- Review, log and tracking of Change Controls.
- To organize change control committee meeting.
- Preparation of the summary and trends of change controls.
- MIS preparation related to Management Review Quality Systems.
- Prepare and review of SOP's and Protocols as per requirement
- To support internal, external and regulatory audits.
- To adhere to cGMP compliance, company policy, personnel hygiene and discipline in the factory premises.