The **Minafin group** of fine chemical companies develops and produces active pharmaceutical ingredients (APIs) as well as advanced intermediates for the pharmaceutical, cosmetic and green chemistry industries. Structured by brand, the group has been supporting its customers for many years in the scale-up and development of their products, with an emphasis on safety requirements and high quality standards. Thanks to its network of manufacturing sites in Europe and the US, the group has realized sales of EUR 156 M in 2016 with over 750 employees.
Minakem High Potent with its site at Louvain-La-Neuve, Belgium is developing and producing highly potent APIs and controlled substances according to cGMP and is currently looking for a

Quality Assurance & Quality Control Officer
in a GMP environment

FUNCTION DESCRIPTION

After your training period, you become QA/QC responsible for a number of projects and perform the following tasks:

- You review and approve process and analytical documents for the release of intermediates and final drug substances, including coordination of investigations and final approval of all modifications during the manufacturing process from raw materials to finished product: process & analytical changes and deviations, non conformities, customer complaints….
- You organise the quality activities (testing and release) of the products in your portfolio
- You draw up the Annual Products reviews for final active substances (API's) and/or registered intermediates and for environmental parameters.
- You elaborate the process validation documentation, as part of the project team composed of Production, R&D and Customers
- You take part to the Quality audits performed by Health Authorities and Customers and to the definition and implementation of corrective actions.
- You act as contact person for the different internal departments such as Quality Control team, Production, , and for the Quality Responsible of our customers
- You participate to the maintenance of the Quality system (management of procedures, analytical methods,…)
- In this function, you report to the QA Manager

PROFILE

- You have an university degree in pharmacy, chemistry, biochemistry, (Master, Bio-engineer, Engineer, Ph.D.), eligibility as a QP is an asset.
- Some experience in a Quality and/or Production department in a Pharmaceutical environment as well as knowledge of GMP is an asset.
- You have a good knowledge of analytical chemistry, microbiology, organic synthesis and statistical process control tools.
- An excellent knowledge of French and English (spoken and written) is a must.
- You have a very good knowledge of MS Office.
- You are able to tackle complex problems with logical mind and to develop practical & quality oriented strategies for improvement.
- On the one hand, you like to communicate in a constructive way to induce quality mindset. On the other, you have affinities for administrative work. You are a good writer and your reports are comprehensive and precise.
- You can work in a team as well as autonomously.

APPLICATION
Interested? Please send your complete application to Minakem High Potent s.a., Recrutement RH, rue Fonds Jean-Pâques 8, B-1435 Mont-Saint-Guibert, joblln@minakem.com, mentioning job code **QAQC Officer June 2017.**