

VACANCY

Date: 05.08.2024

Company description:

Next Biosciences is a biotech company combining medicine, science and technology to create innovative products and services, empowering you to invest in and take personal ownership of your future health. Next Biosciences is proud of the values with which it conducts business. It has and will continue to uphold the highest levels of business ethics and personal integrity in all types of transactions and interactions.

Job Title: Quality Officer Intern
Reports to: Head of Quality and Regulatory
Location: Midrand
Duration: 6 months, with possibility of extension

Job Summary:

We are seeking a motivated Quality Officer Intern to join our team. This internship offers hands-on experience in maintaining and improving quality standards within our organization. The intern will work closely with our quality assurance team to ensure compliance with regulatory requirements and uphold our commitment to delivering high-quality products/services.

Minimum Required Qualifications:

- Bachelor's degree, diploma or certification in Life Science or Quality Management
- Knowledge of quality assurance principles, methodologies, and tools is preferred.

Skills required for the position:

- Microsoft Outlook, Teams, Word, Excel, PowerPoint
- Strong analytical skills with the ability to collect, organize, analyze, and disseminate significant amounts of information with attention to detail and accuracy.
- Excellent communication and interpersonal skills.
- Ability to work effectively in a team environment as well as independently.
- Administratively strong

Key Accountabilities:

- Assist in conducting quality audits and inspections to ensure adherence to company standards and regulatory requirements.
- Collect and analyze data to identify areas for improvement in product/service quality.
- Support in documenting quality procedures, protocols, and guidelines.
- Participate in cross-functional teams to implement quality improvements and corrective actions.
- Assist in investigating customer complaints and implementing corrective actions as necessary.
- Contribute to the development of training materials related to quality assurance.
- Collaborate with other departments to promote a culture of quality throughout the organization.
- Perform other duties and special projects as assigned by the Quality Manager.

Benefits:

- Opportunity to gain practical experience in quality assurance and regulatory compliance.
- Exposure to a dynamic and supportive work environment.
- Mentorship from an experienced Head of Quality.
- Potential for full-time employment based on performance and business needs.

Compensation:

Market Related.

Link to Apply: <https://www.surveymonkey.com/r/F5V2WG9>

Closing date for applications: 16.08.2024