



**INTERNAL VACANCY**

<b>Division:</b> Biosil/Nagor	<b>Location:</b> Cumbernauld
<b>Job Title:</b> Senior Regulatory Affairs Officer (Maternity Cover)	<b>Department:</b> Regulatory
<b>Working Hours:</b> Monday to Friday (40 hours)	<b>Contract:</b> Fixed term (12 months)

**Responsible to: Regulatory Affairs Manager**

**Purpose of Job (Summary)**

This role within the Regulatory team is to ensure compliance with regulations within Europe and globally, to register new and existing products with regulatory authorities to allow for growth of the business and to manage key regulatory projects within the business.

**Key Responsibilities**

- Maintenance of Design Dossiers for Class IIa, IIb and III products.
- Preparation of regulatory submissions for global product registrations
- Development of regulatory strategies aligning with market and business objectives.
- Provide input to content and compliance of IFUs, packaging and labelling materials and marketing literature
- Identification of National and International Standards and Regulations which apply to the Company's operations and implementation of new/changed standards and regulations.
- Maintenance of specific compliance training programs

**Qualifications/Experience**

- Relevant science or engineering degree.
- Proven experience of working in a similar regulatory role
- Knowledge of regulatory standards and global regulations for medical devices.
- Excellent facilitation, co-ordination, prioritization and communication skills.
- Proven ability to manage and prioritise workload, meet deadlines and work in a pressurized environment.
- Competence in the use of IT technology, such as Microsoft Office applications
- Must be able to work cross-functionally and be able to lead business projects and change projects for products and processes.

**Application Information**

Please send your CV (with line manager's comments) to [HR@gcaesthetics.com](mailto:HR@gcaesthetics.com) if this position is of interest to you. All applications must be submitted before 12pm on Friday, 3<sup>rd</sup> May 2019.