

Supervisor Laboratory Shared Services (100%)

Bio-Rad is an innovative company and thanks to its laboratory diagnostic systems world leader in the field of blood

Your tasks

You manage, monitor and plan the day-to-day business of the Laboratory Shared Services team with 5 employees responsible for the following areas:

- Manage, maintain and analyze data in the SAP ERP system.
- Administrate incoming goods control and manage the manufacturing certificates.
- Distribute test samples and manage retention samples.
- Monitor the documentary side of the production process (from planning to export) and support our service laboratories in the creation of a complete GMP documentation.
- Conduct changes in our document management system for the quality control department and ensure the up-to-dateness of our working documents and support process changes on the documentation side.
- Lead root cause investigations in case of deviations, implement appropriate measures and guarantee the correct documentation of any actions according to GMP.
- Lead and / or support various projects in the continuous improvement context.

Your profile

- You have ideally an apprenticeship as a laboratory specialist with specialization in medicine and gained good knowledge in immunology and immune hematology.
- You show at least 3 years of experience in quality control (QC) or quality assurance (QA).
- You are an experienced project manager with an existing leadership experience in a small team.
- You are native German or French speaker with good knowledge of the other language. In addition, you have a very good command of English.
- You have very good SAP ERP knowledge and high affinity to IT in general.
- You are familiar with the relevant regulations and standards in the medical field (regulatory Requirements) as well as the ISO standard 13485 for medical devices.
- You are a detail- and result-oriented person who can inspire others.
- You show a high level of commitment and service orientation and are willing to give our quality management system your personal touch of excellence.

Our company is involved in the supply of high-quality products and services intended for diagnostic laboratories. Independence, innovation and commitment are the fundamental values that permeate our company culture, as well as a strong orientation towards our customers and a multicultural environment.

If you feel attracted to this unique opportunity and you would like to take on new challenges, we would like to get to know you. If you are interested in this unique opportunity and you would like to take on new challenges, we would like to get to know you. Please forward your complete application dossier in english (application letter, CV, copies of work certificates and diplomas/degrees, etc.) to the address given in the advertisement.

Bio-Rad Laboratories

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