

## **JOB DESCRIPTION**

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**ROLE: Formulation Product Development Graduate**

**DEPARTMENT: Formulation Clinical**

**REPORTS TO: Clinical and Development Director**

**SITE: Ruislip**

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### **PRIMARY RESPONSIBILITIES**

B & S Group are now looking to recruit for an ambitious Graduate who is interested in kick starting their career in a fast-moving company. You will undergo a training programme aimed at giving you understanding of our business whilst gaining industry experience. It is also structured to give you the support, guidance and solid professional platform necessary to be able to find the right path, along which to take your first steps into a future career with B&S Group.

Responsible to learn and provide technical expertise across the entire portfolio of oral liquid, semi-solid and solid dosage forms development projects.

### **SECONDARY RESPONSIBILITIES**

- To assist in product development plan such as initial design, pharmaceutical pre-formulation trials, packaging and stability studies
- To assist in developing robust bench scale formulations and processes of liquid, semi-solid and solids dosage form formulations
- Assist in selection of suitable drug substance & excipient materials required for formulation
- Assist in formulation design
- Resolve formulation problems/issues
- Initiate stability studies on selected batches of new product
- Co-operate with QC Lab regarding analysis of active ingredients and degradation products, and development of appropriate control procedures/parameters.
- Write and review technical documents including formulation development protocols
- Write and review reports, SOPs, specifications, and other necessary technical documents
- Maintain a lab notebook in compliance with GLPs and GMPs
- Assist in general lab housekeeping
- Willing to learn and adapt to a changing environment, which may include new job assignments, special projects, and willing to augment expertise through educational programs such as short courses and workshops
- Any other duties as required

### **KNOWLEDGE, SKILLS AND EXPERIENCE**

- 1<sup>st</sup> Class or 2.1 Honours Graduate in Chemistry, Pharmaceutical Science or Pharmacy
- Ability to perform under pressure
- Clear verbal and written communication essential
- Attention to detail and meticulousness essential
- Ability to work on own initiative and in a team
- Experience of working on the Microsoft Packages including Outlook Internet Explorer
- Ability to manage time well



- Ability to adapt to change
- Self motivated individual