Job Description: QC Release Process Leader

Reports to: Assistant QC Laboratory Manager

You will be responsible for the day-to-day supervision of the Quality Control Release Team, involved in the analysis of Pharmaceutical Products.

Ensuring laboratory compliance with internal, external and regulatory requirements for finished product testing, as well as checking and approval of analytical data for release testing purposes.

Role holder duties:

* Ensuring Quality is in-built into the testing of our finished products within timelines.
* Ensuring a robust quality process is in place for routine release testing of finished products.
* Issuing of worksheets.
* Scheduling and planning of team workload.
* Responsibility for QC compliance in accordance with GMP (GQCLP).
* Providing leadership and supervision within the laboratories through a structural process of objective setting, performance appraisals and individual development.
* Continuously improving the overall department productivity and efficiency in order to meet KPI’s.
* Managing and approving release team consumables needs.
* Ensuring robust training programmes within the laboratory, as well as the review of SOPs, investigations, specifications, methods and reports.
* Championing and implementing new processes and procedures.
* Managing and completing QMS actions in a timely manner.
* Establishing and maintaining efficient workflows to ensure operational excellence.
* Involvement in internal and external QC audits.
* Involvement in OOS investigations.
* Any other duties as and when required.