Job Description & Person Profile

Analytical Development Scientist

Department: Quality, Research & Development
Reporting to: Senior QC Analyst
Senior Manager: Quality, Research & Development Manager

Job Purpose:
To develop and validate HPLC and other appropriate test methods to enable the ‘scale up’ programme for the manufacture of ‘specials’, ensuring delivery in accordance with project timescales and deadlines.

Responsibilities:
- Developing and validating methods for testing of batches for manufactured ‘specials’.
- Developing and validating methods for new or existing bespoke products on the stability programme.
- Developing and validating test methods used in cleaning validation exercises.
- Preparing analytical method development, validation and test reports.
- Writing/reviewing of specifications.
- Writing/reviewing of SOPs.
- Preparing quality reports.
- Supporting on all analytical activities.
- Participating in self inspections and regulatory inspections.
- Completing any other designated tasks, as necessary.
- Ensuring good relations and communications with all members of the team and responding politely and in a timely fashion to internal and external customers.
- Working with all members of staff to maintain and develop the positive progressive culture within The Specials Laboratory.
- Observing and complying with cGMP.
- Observing and complying with company Health and Safety Policies.
- Observing and complying with company Standard Operating Procedures (SOPs).
- Undertaking any other duties which may be requested by the Line Manager, for which training and/or an explanation has been provided and understood.

Person Profile:
- Essential Requirements:
  - Chemistry, pharmacy or related science degree.
  - Impressive, demonstrable track record and skills/experience gained within a similar position(s), at a similar level.
  - Minimum of 3 years experience of HPLC method development and validation.
  - Good knowledge/experience of analytical instrumentation and qualification procedures.
  - Experience of working in a cGMP/GLP environment.
  - Good IT skills i.e. Word, Excel, Outlook.
  - Credible and confident communicator (written & verbal) at all levels.
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- Ability to achieve and maintain high standards with meticulous attention to detail.
- First class planning, organisational and time management skills.
- Ability to work accurately in a busy and demanding environment, adhering to strict deadlines/timescales.
- Strong analytical and problem solving ability.
- Self starter who can ‘hit the ground running’.
- Good team player.
- Self-motivated, with the ability to work proactively using own initiative.
- Hands-on approach, with a ‘can-do’ attitude.
- Committed to learning and development.

- Highly Desirable:
  - Good understanding of the pharmaceutical market, including the unlicenced medicines sector.

Training:
You will receive on the job training and other specific training, as agreed and required.