



DE VERCHIN & PARTNERS

HR SOURCING SOLUTIONS

Pharmacovigilance Officer (m/f)

Ref. 2011/10/132





Our client, a leading European pharmaceutical company is looking to recruit an

Pharmacovigilance Officer (m/f)

for their Head Office in Luxembourg.

Major responsibilities:

Agreements / Archive

- Develop and maintain an effective Pharmacovigilance archiving process and ensure that all data is kept in an inspection and audit ready state at all times
- Assist in the drafting and review of new and existing Pharmacovigilance agreements and contracts with relevant stakeholders

Data management / Submissions

- Ensure effective Safety Data Management processes and procedures including source data entry and electronic data capture in the global safety database
- Actively assist Corporate Drug Safety in the data collection and assembly required to compile Periodic Safety Update Reports and Annual Safety Reports
- Ensure workload is effectively prioritised to enable all submission and reporting deadlines to be met

Procedures

- Participate in the creation, updating and implementation of Standard Operating Procedures in-line with global procedures
- Implement and enforce Urgent Safety Restriction procedures when requested by Health Authorities or Corporate departments

Inspections

- Provide support in the preparation of, and during, inspections and audits. Assist with the effective management of any follow-up measure or outcomes of audits and inspections

Collaboration

- Develop and maintain an active interface with internal colleagues to ensure that they are kept informed of pertinent Pharmacovigilance issues
- Develop a thorough understanding of the Quality Management System in order to facilitate any Pharmacovigilance interaction



Training

- Perform validated Pharmacovigilance training of company personnel in-line with corporate procedures and industry best practice

Personal topics

- Understanding of Pharmacovigilance within an international environment
- Develop and maintain an in-depth knowledge of all Pharmacovigilance issues and obligations relating to the company's products
- Maintain Pharmacovigilance knowledge and keep abreast of any regulatory, industry best practice and legislative developments

Profile requirements:

- **University degree in Pharmacy or life sciences**
- Proven professional **Pharmacovigilance experience and exposure of at least 12 months**
- **Fluency in English and in French** (verbal and written) and/or Italian and/or German is considered as an advantage
- **Excellent team working skills**, capable of communicating and collaborating in an international environment
- Be dynamic and autonomous, an excellent team player (especially in cross-functional and multicultural teams), able to work under pressure and meet challenging deadlines with a positive attitude and the ability to prioritize projects
- Effective planning and time management
- Self-motivated
- Analytical and negotiation skills with meticulous attention to detail
- Excellent verbal and written communication skills
- Outstanding computer skills, including proficiency in MS Office package is required

We offer:

- An interesting career opportunity in a growing international company (position scope: Europe)
- A good working atmosphere within the team
- An attractive salary package commensurate with experience and advantageous taxation (Luxembourg contract)



Interested?

If you are interested in this rewarding opportunity, please send your CV and application letter in English to the attention of Dorian Duval at contact@deverchin.com

Who we are:

De Verchin & Partners has over 20 years of experience in tailor-made HR sourcing solutions for local and international recruitment needs. For more information, please visit our website www.deverchin.com.

All candidates matching the requirements outlined in this job description are guaranteed to get an answer. All candidates that don't receive an answer within two weeks should consider their application as NOT retained!

Thank you for your comprehension.



www.deverchin.com
contact@deverchin.com

