



PsiOxus House
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Abingdon Science Park
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Job Title: Senior Quality Assurance Associate

PsiOxus Therapeutics Ltd is an Oxford based biotechnology company developing novel therapeutics with a particular focus upon cancer. The company has a diverse portfolio and currently has products in Phase I/II clinical development and an innovative pipeline of research stage and clinical trials candidates.

Reporting directly to the VP of Quality Assurance this newly created position will support the day-to-day management of the PsiOxus Quality Management System and provide quality related support to the Clinical department. The Senior QA Associate's role will focus on supporting the clinical area of the organisation but will also perform quality reviews of CMC documentation. Working closely with the Quality team and the Clinical department the successful candidate will oversee quality compliance in accordance with local and international quality requirements, and will review key quality documents, including SOPs, clinical documents, audit trails for electronic clinical systems, and master and executed batch records.

Key areas of responsibility will include, but not be limited to:

- Assisting with the management of the PsiOxus Quality Management System (QMS);
- Assisting with the management of annual External/Supplier audit programme;
- Assisting with the management of internal audit programme;
- Performing internal quality reviews and audits;
- Assisting with the management of SOP and policy document control;
- Support VP Quality Assurance for clinical department queries;
- Deputy Archivist

We are looking for an enthusiastic, highly motivated and experienced Senior QA Associate with a flexible 'can do' attitude. Coming from a scientific background, applicants must have at least 4 years' quality assurance experience in a fast-paced pharmaceutical or biotech organisation. Knowledge of GCP together with experience of clinical auditing and EMA and FDA standards is essential. Knowledge of GMP and other good practices is desirable.

Applicants must have a clear, demonstrable team-oriented approach to their work and also have the ability to work independently as and when required. Excellent communication skills, both oral and written are essential together with the ability to build relationships with a diverse range of individuals. Please note that in the performance of this role some international travel will be required.

We would be pleased to consider part time (30 hrs) as well as full time (37.5 hrs) applications. Please make this clear in your application.

In return we offer an attractive remuneration package including salary, pension, private healthcare and other benefits. To apply please send your CV along with a covering letter including your salary expectations to: Julie Naish, HR Manager.

The closing date for applications is Friday 27 October 2017, however applications will be evaluated in the order that they are received. You are therefore encouraged to apply as soon as possible.