

	Description
Function	Quality Assurance Specialist
Location / Contact	AC Immune SA, EPFL Innovation Park, Building B, 1015 Lausanne hr@acimmune.com
Percentage	80 %
Reporting Line	Quality Assurance Director
Company Profile	<ul style="list-style-type: none"> AC Immune is a clinical stage Swiss biotech company focused on the development of innovative therapeutics and diagnostics for Alzheimer's and other neurodegenerative diseases 140+ Employees, 20+ nationalities, IPO in 2016, listed on NASDAQ AC Immune SA is a progressive, equal opportunity employer
Job description	The QA Specialist is responsible for supporting the RA/QA department in the execution and maintenance of existing quality processes. The QA Specialist will work closely with stakeholders across the business, instilling a strong QA culture from the start, providing guidance and training to drive continuously appropriate/compliant operation of the company's quality system.
Key Responsibilities	<p>Quality Systems:</p> <ul style="list-style-type: none"> Update, maintain and improve quality management system process documentation Participate to the daily management of all quality systems Support the implementation and maintenance of the training system Perform data analyses, prepare quality trend/metrics, and report results to internal interested parties Provide training on specific quality related topics <p>Compliance:</p> <ul style="list-style-type: none"> Assist with preparation and provide support for inspections by regulatory authorities Assist with the preparation and conduct of internal audits. Conduct internal audits. <p>Quality Operations:</p> <ul style="list-style-type: none"> Work closely with other departments to create, evaluate and approve quality documents in compliance with the company's quality systems (e.g. SOP, deviations, changes)
Qualifications & Skills	<p><i>Required:</i></p> <ul style="list-style-type: none"> Graduate degree in pharmacy, chemistry or equivalent education in a technical/scientific subject. 1-3 years of experience in QA or laboratory environment in the Pharmaceutical Industry: Personal features include: <ul style="list-style-type: none"> - Demonstrated ability to synthesize, analyze and communicate key information - Ability to work in various regulatory environments and on multiple quality processes - Strong interpersonal skills for building networks with key experts and ensuring the interface with internal departments - Ability to adapt priorities to meet company needs while maintaining effectiveness - Leadership and project management skills - Good spoken and written English are required