

Symeres is the leading mid-sized transatlantic contract research and manufacturing organization for drug discovery and drug development challenges. With over 600 highly educated scientists in six locations in Europe and two in the USA, we offer best-in-class solutions for drug discovery and drug development, from small- to medium-sized molecule hits. At Symeres you can make molecules matter!

Our services span from early stage hit finding all the way to the delivery of early clinical drug substance APIs. Our key areas of expertise are synthetic chemistry, medicinal chemistry, parallel chemistry, chemical process and analytical R&D, and the production of drug substances for clinical trials. All these fields of expertise are supported by highly experienced and well-equipped analytical teams.

At our location in Weert (NL), we are currently looking for a

## QA Officer Quality Management System (QMS)

### Full-time

The QA Officer QMS effectively performs activities to ensure compliance with applicable current good manufacturing practice (cGMP) regulations, corporate policies, and site standard operating procedures (SOPs).

#### Key job responsibilities:

- Management of the electronic document management system, i.e., MasterControl.
- Further develop and improve the electronic document management system.
- Act as sysadmin for the electronic document management system.
- Review and approve risk assessments.
- Execute trending reports.
- Supplier/contractor qualification.
- Execute internal audits.
- Follow-up, review, and approve change controls, deviations, corrective and preventive actions (CAPAs), and effectiveness checks.
- Support writing/revising SOPs and work instructions.

#### Qualifications

- At least HBO level or equivalent.
- At least 2 years' experience working in a QA function.
- High level of initiative, flexibility, and problem solving.
- Good written and oral communication skills (at least in English; Dutch is preferred).
- Proficiency with Microsoft Office (Word, Excel, PowerPoint).
- Knowledge of an EDMS is preferred.
- Working knowledge of cGMP is preferred.

#### Job offer

An exciting position in a dynamic organization with an attractive remuneration package and opportunities for learning and development.



## Application

Please send an email with your CV and motivation letter to our HR Manager: [karen.storms@symeres.com](mailto:karen.storms@symeres.com).  
For substantive questions, please contact our Director of Quality: [chantal.rademaekers@symeres.com](mailto:chantal.rademaekers@symeres.com).  
More information about the Symeres organization can be found on our website: [www.symeres.com](http://www.symeres.com).

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