



GMP Project Coordinator (m/w/d)

Virusure is a biotech company specializing in virus & prion safety testing of biopharmaceuticals. We are a GLP/GMP certified control laboratory that offers services in the area of pathogen safety to the biopharmaceutical industry. To strengthen our team in Vienna, we are looking for a highly motivated person with biotechnological background and GMP knowledge to support our GMP Project Management Team.

Tasks & Responsibilities:

- Ability to work on multiple projects
- Communication with clients from project start to finish including regular updates
- Coordination of assays for each project in cooperation with internal departments and external subcontractors (requesting offers, generating timelines, ensuring sample requirements are met)
- Support during audits and inspections from clients and authorities
- Review of documentation and preparation of results for final QP release
- Close collaboration with our Quality Management department
- Preparation and review of GMP relevant documentation in English (e.g. SOPs, Quality Forms, Deviations, OOS)

Your Profile:

- FH or academic degree with a focus on biotechnology, life science or similar
- Extensive GMP knowledge and experience is an advantage
- Several years of experience in the bio-pharmaceutical industry is an advantage
- Proactive, accurate and diligent way of working
- Excellent time management skills with ability to work on own initiative
- Excellent organisational and documentation skills
- Team player with the ability to work under time pressure
- Fluent in English and good IT skills
- Willingness to learn

What we offer:

- Full-time position (40 hours) in an established company with flat hierarchies and short decision-making paths
- A high degree of personal responsibility and a large amount of freedom to make decisions
- Freedom for personal and professional development and training
- Regular team and company events in a relaxed atmosphere
- Salary according to experience

How to apply?

If you are interested in this exciting position, a friendly working environment is important to you and you want to support our team, please send your CV to: Ms Dijana Vasiljkovic humanresources@virusure.com

For more information on Virusure please visit www.virusure.com