



## 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:

- Communication with clients from project start to finish
- Coordination of assays in cooperation with internal departments and external subcontractors
- Coordination of multiple projects simultaneously and the ability to prioritize work between them
- Knowledge and understanding of the assay portfolio (to provide help and explanation to clients)
- Review of documentation and preparation of results for final release by our Qualified Person
- Preparation and review of GMP relevant documentation (e.g. SOPs, Quality Forms, Deviations, OOS...)
- Close collaboration with our Quality Management department
- Support during audits and inspections from clients and/or authorities

### Your Profile:

- FH / Academic degree in life sciences with a focus on biotechnology or similar
- Excellent communication (in English) and time management skills
- Excellent organizational and documentation skills
- Proactivity, accuracy and diligence
- Team player with the ability to work under time pressure
- GMP knowledge / experience with QM systems is an advantage
- Knowledge / experience of virology or with cell-based assays is an advantage
- Experience in the biopharmaceutical industry is an advantage

### 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](mailto:humanresources@virusure.com)

For more information on Virusure please visit [www.virusure.com](http://www.virusure.com)