



Registration Scientist (Non-Clinical and Clinical Summary expert)

Duties and Responsibilities

- Reviews the literature and identifies updates on the clinical and non-clinical data of the product.
- Prepares the clinical and non-clinical overviews for the initial dossier compilation.
- Prepares the clinical and non-clinical addendums needed for the renewals and variations of Marketing authorizations in the EU and the rest of the world.
- Assesses the risk benefit balance and concludes on the product's efficacy and safety.
- Prepares registration dossiers according to the requirements of each country.
- Replies to deficiency letters after submission until a marketing authorisation for the product is issued.
- Responsible for renewals and variations of marketing authorisations.
- Reviews of Drug Master Files.
- Checks newly prepared or modified labelling.
- Liaises with other departments and collects information.
- Replies to correspondence and follows up pending matters.
- Keeps informed of new regulations and guidelines relating to product and company registration.
- Learns and works with new programs/software that is required according to the guidelines for dossier preparation and that the company decides to implement.
- Informs Ministries of Health or representatives about registration matters.

Qualifications, Skills, Experience

- University degree in Pharmacy, Pharmacology or relevant field.
- Previous relevant experience of at least 3 years in the field of Regulatory Affairs or in relevant departments (Medical Writing, Research, Publication, etc.)
- Knowledge of the regulatory framework of the industry.
- Familiarized with platforms for Scientific Articles.
- Very good knowledge of English language.
- Strong analytical, communication, organisational skills.
- Computer literacy.