Quality Assurance Assistant to Probi in Lund

Main responsibilities
As a Quality Assurance Assistant your main tasks/responsibilities will be to:

- Assist and coordinate documentation within Quality Assurance/Regulatory/Purchasing and Supply. This will include administrative tasks such as updating of technical documentation, reviewing internal and external specifications, reviewing Certificates of Analysis (CoA) and other product related documents.
- Enter and retrieve documents from our electronic document handling system.
- Support and assist with technical questions regarding the products (e.g. questions about ingredients, methods, suppliers, specifications and packaging materials).
- Assist in change requests such as updating documents affected by changes and informing customers and suppliers.

The position is based at Probi at Ideon Science Park in Lund. You report to the Director Quality & Regulatory Affairs.

Qualifications
You have a Bachelor’s degree within technical- or other science area. You have previous experience within quality assurance/quality control from food or supplements industry, preferably in an international environment. You are experienced in using document handling system and are fluent in English, both oral and written.

To succeed in the role you are well organized, accurate and good at planning your work. You have a passion for structure, details and quality. You are a team player with good communication skills and a can-do attitude. If something is wrong you are able to speak up, question and inform.

About the company
Probi AB is a Swedish publicly traded bioengineering company. The vision of Probi is to help people live healthier lives by delivering effective and well-documented probiotics, with proven health benefits based on scientific research. Founded by scientists in Sweden in 1991, Probi is a multinational company with four sites, active in more than 40 markets around the world and holding over 400 patents worldwide. In 2019, Probi had net sales of MSEK 626. The Probi share is listed on Nasdaq Stockholm, Mid Cap. Probi has about 4,000 shareholders. Read more at www.probi.com

Application
For further information about the position please contact Recruitment Consultant Jörgen Björkman at Technogarden, 0739-80 83 95. Please apply at: https://www.technogarden.se/jobs/850824-quality-assurance-assistant-to-probi-in-lund

For information regarding processing of personal data relating to job applicants, please be referred to https://probi.com/about-probi/working-probi