

# QA Specialist

Job ID  
REQ-10038248  
Ene 30, 2025  
Sudáfrica

## Resumen

Provide quality assurance expertise, guidance and support to operational activities to ensure compliance with applicable regulatory requirements and Novartis procedures and quality standards.

## About the Role

### Major accountabilities:

- Batch record review and related activities (e.g., PIT, reference standards ordering and management, import permit application, method transfer, sample and temperature checks) for timely market release of finished goods.
- Product Quality Reviews according to schedule, in order to monitor the quality of products and compliance against the marketing authorization. Compile PQR reports for product renewals.
- Raise, investigate, manage and actively resolve quality investigations as needed e.g., deviations, complaints, CAPAs, non-conformances in conjunction with third parties and operational units to minimize impact on product availability and business.
- Create and maintain GxP documentation
- Self-inspections and supplier / third party assessments according to schedule. Propose and monitor actions to improve/maintain quality standards
- Provide QA/QC support for product launches.
- Deliver on KPI measures in a timely way
- Day-to-day coordination and communication with external functions (e.g distributors, analytical laboratory, customers)
- Manage goods for destruction
- Perform product return evaluations and determine disposition
- Handling of technical product complaints.
- Training to ensure continuous quality maintenance and quality improvement
- Take responsibility for corporate citizenship within the sphere of influence and control, and to enforce the Company Code of Conduct

### Key performance indicators:

- Adherence to cGMP and SOPs
- Compliant product supply and business targets are met
- No delay with new product launches caused by QA
- Local GxP Quality systems in place and maintained
- Quality related processes carried out in a timely way
- GxP risks proactively identified and effectively mitigated

- Training conducted according to program
- Delivery of established KPI with regard to quality and performance
- Timely close out of Deviations and corrective and preventative actions
- Compliance with all aspects of the Code of Conduct/ Corporate Citizenship/ Novartis Policies and Procedures

**Minimum Requirements:**

**Work Experience:**

- Experience in the pharmaceutical industry (quality assurance, quality control, registration or production) or a directly related field will be beneficial.
- BPharm Degree
- Registered with The South African Pharmacy Council

**Skills:**

- Knowledge and understanding of GMP, quality systems and quality practices
- Regulations & Guidelines
- Document management
- Analytical thinking and problem solving
- Planning & organizing
- High compliance
- Communication and interpersonal skills.
- Continuous Learning
- Self Awareness

**Languages:**

English

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División

Operations

Business Unit

Innovative Medicines

Ubicación

Sudáfrica

Sitio

Midrand

Company / Legal Entity

ZA01 (FCRS = DEL) South Africa

Functional Area

Quality

Job Type

Full time

Employment Type

Regular

Shift Work

No

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