

MICROBIOLOGY LAB SUPERVISOR

WADEVILLE

The following vacancy exists and those interested are requested to apply in writing

“Please note that if you do not hear from Adcock Ingram within 1 month of the closing date please accept that your application was unsuccessful”

Reporting to	Quality Control Manager
Job Purpose	To supervise the Microbiology team effectively ensuring on time delivery to customers.
Required Learning	<ul style="list-style-type: none">• Bsc / Diploma in Microbiology• 5 - 10 years working experience in a Pharmaceutical Lab
Key Job Outputs	<ul style="list-style-type: none">• Responsible for the rapid, accurate analysis of batches product analysis and finished products and ensure that Manufacturing and Packing departments have sufficient Laboratory approved work.• Responsible for verification of results.• Provide rapid feedback to Production Departments where necessary.• Analytical problem solving and troubleshooting.• Liaise with the respective supervisor and/or manager in the factory with respect to the planning of work submitted to the Laboratory.• Identifies and communicates any constraints / deviations / out of specifications to Section Head.• Ensure completion of daily assignment schedules.• Monitor shift roster.• Plan and allocate work for team – daily.• Report writing and investigation reports on product failures• Participate in projects identified by the Section Head / Laboratory Manager.• Ensure team compliance Lab Quality systems and Good Laboratory Practice• Identify training needs for staff• Report major non-compliances by staff to Section Head for rectifying• To ensure allocated work is completed by the shift team and re-prioritize urgent work if and when necessary• Compiling SOP for the microbiology equipment's and process• Draw up qualification documents for the equipment and performing qualification and reviewing data of the equipment's.• Conducting training on the SOP to the microbiology team• Requesting all items needed in microbiology laboratory.• Read and execute all the instructions accordingly regarding the packing of the stock.

Core Competencies

- Attention to detail and accuracy
- Good Time Management
- Good Verbal and written communication skills
- Ability to work independently and under pressurised situations
- Team player
- Ethical responsibility
- Willing to work overtime when required

Enquiries/ Applications

Interested parties who meet the above requirements may email their cv to zanele.magagula@adcock.com
Closing date of applications will be **16 November 2018**.