

Company Description:

IDS, a Hong Kong public-listed organization, are one of the leading integrated distribution services providers in Asia. We offer a full menu of services from Marketing to Logistics. We are active across 9 different countries in Asia and are closely associated with global healthcare product and FMCG brand names.

IDS Pharmaceutical Division is a division of the IDS Marketing Group. We are a reputable distributor for healthcare, ethical and over the counter products in Singapore. We serve and support major healthcare brand names. Due to our aggressive expansion plans, we would like to invite suitable qualified candidates to apply for the following vacancy.

Job Description of Regulatory Affairs Manager

Responsibilities:

- Responsible for new product registration applications and existing product variation applications to local health authority
- Responsible for named patient basis application for non-registered medicinal products
- Perform clinical trial applications for principals
- Apply and close import licenses for products to be re-exported
- Apply psychotropic import licenses for products classified as psychotropic
- Maintain all valid licenses with the relevant local authorities
- Approve quarantine release of defective products from principals
- Perform product recall of defective products from principals
- Joint responsibility with Service Quality Manager for deviation and change control for incoming shipment and packaging process
- Perform billing to principals for regulatory work performed
- Initiate and review Product, Packaging Materials and Vendor List Specifications and Batch Packaging Records

Requirements:

- BSc Pharm degree, registered with Singapore Pharmacy Board
- Experience in regulatory affairs management within Singapore
- Has experience working with principals and local authorities in the same capacity
- Excellent communication and negotiation skills
- Strong customer focus
- Independent, initiative, committed, matured
- Only Singaporeans or PRs need to apply

Interested applicants, please send detailed resume indicating qualifications, working experience, current and expected salary, together with a recent photo to:

The Human Resources Manager
IDS PHARMACEUTICAL DIVISION
279 Jalan Ahmad Ibrahim, #03-01, Spore 638839
Email: hr.recruit@idsgroup.com