

# Compounder - QC Lab Manager

**Job Description** Empack Spraytech Inc. is looking to fill a QC Lab Manager in the Brampton area. The position duties are:

## Job Responsibilities

### 1. Reports to to Technical Director

### 2. Direct Reports

All QC Lab Staff

- Delegates to Regulatory Manager for Drug & NHP Regulatory Affairs for oversight of Stability Program- QC Lab Manager is responsible for ensuring stability Testing is conducted upon request

### 3. Overseeing the Operation of QC Lab

- Ensure full analytical and other required testing conducted by QC staff is accurate and compliant to GMP and GLP practices on all incoming chemicals, bulk and finished products along with product stability, complaint, nonconformance, and deviation investigation sample as well as product development samples.
- Ensure QC department perform testing in a timely manner to meet the production time-lines.
- Ownership of OOS Investigation and CAPA
- Ownership of material and product rejection
- Ensure all laboratory employees correctly follow relevant SOPs, analytical methods, and instructions. If discrepancies occurred, adequate retraining must be provided to ensure the procedures are effectively executed.
- Ensure proper execution of lab equipment qualification, calibration, maintenance, trouble shooting and repair, performance verification, usage log keeping, and electronic data management.
- Ensure proper execution of analytical method development, validation, and usage.
- Ensure the execution of laboratory chemical control, reference standard and house standard control, volumetric solution and test solution control, laboratory safety program, and laboratory waste management program.
- Evaluate customer supplied and outside lab analytical testing procedures.
- Maintain data integrity practices as per current SOPs
- Ensure training of all required lab staff is up to date for assigned tasks and document as required
  
- Skills (sets) Required: (include education & experience):
- Minimum Health Canada recognized BSc. Degree in Science related, preferably in Chemistry
- Minimum 10 years work experience in GMP regulated Pharmaceutical or Personal Care Product manufacturing setting in Quality functions
- Minimum 4 years work experience in GMP regulated Pharmaceutical or Personal Care Product manufacturing setting in Quality functions in management roles
- Exceptional problem solving, analytical, organizational and troubleshooting skills
- Strong communication skills both written and verbal
- Comprehensive knowledge of the requirements process as per Health Canada and FDA GMP principles; familiarity with ICH, GLP, ISO17025, HPFBI, FDA 21 CFR 211

Objectives:

- To ensure that quality procedures are put into place and are properly being maintained.  
Responsible for compliance of all QC lab staff to current GMP / GDP & GLP requirements.  
To observe, compile and report all findings. Instruct employees on the effects of the information collected. Evaluated the company for mismanagement and ensure that all records are accurate.  
Review operations; evaluate the company's effectiveness and efficiency

Established in 1999, Empack Spraytech Inc. is a leading aerosol manufacturer, liquid filler and custom contract packager located in Brampton, ON. We are ISO 9001:2008 and GMP Certified and have our Drug Establishment License (DEL) from Health Canada. Our goal is to offer premium quality products, competitive pricing, excellent customer service, and supply reliability to companies in Canada, the US and Internationally. Empack manufactures for a wide range of markets including personal care, sun care, household goods, automotive, computer care, industrial and outdoors. We offer private label for many consumer and trade brands and produce a range of products under our in-house brands such as 'emzone' and 'SunZone'.

Interested persons please contact Steve Colwell [stevec@empack.ca](mailto:stevec@empack.ca)