

# PHARMACEUTICAL PRODUCT SAFETY OFFICER

## Dermal Laboratories - Gosmore Full Time

We are looking for a senior administrator to join our small, friendly team responsible for optimising the safety of our medical products in clinical use. Reporting to the Pharmacovigilance Manager, and supervising the Product Safety Administrator, you will be responsible for making sure all feedback is collected centrally from all sources and, with the assistance of the safety team and medical experts, ensuring it is assessed, reported according to regulatory requirements and acted upon to continually improve product risk/benefit. You will manage a computerised data management system for storing case records and be the 'go to' person for system user support. You will also oversee our customer service function by ensuring timely follow up of all feedback reports wherever possible and to assist case investigation and customer satisfaction in liaison with the medical team.

You will also help prepare summary reports necessary for purposes of monitoring and trending product safety issues in relation to sales, and the overall performance of the team in meeting regulatory requirements and timelines. In addition, you will assist with recording weekly searches of the published scientific literature for relevant product safety information and maintaining relevant papers in a bibliographic database.

To succeed in this role, you will need to have meticulous attention to detail, be well organised and process-orientated. You will also need to be at ease with using computer systems and have excellent written and verbal communication skills, especially for interacting with customers empathetically. A background in nursing or healthcare delivery and some knowledge of pharmacovigilance requirements would be advantageous.

**If you are interested, to find out more or apply, please contact  
Karen Wignall on 01462 458866 or email your cv with covering letter to  
[careers@dermal.co.uk](mailto:careers@dermal.co.uk).**