



MEDICINES CONTROL AGENCY

54 Kairaba Avenue, Pipeline, Kanifing Municipality, P.O. Box 3162, Serekunda, The Gambia

VACANCY ANNOUNCEMENT FOR THE POSITION OF REGULATORY OFFICER

Applications are invited from suitably qualified Gambians for the position of **Regulatory Officer** at the Medicines Control Agency.

Job Title: Regulatory Officer

Number of Positions: Five (5); Two (2) for Pharmacovigilance & Clinical Trials Department, and Three (3) for Registration Department.

Reports To: Senior Regulatory Officer.

Overall Function: To support the Pharmacovigilance (PV) & Clinical Trials (CT) and Registration Departments in the effective and efficient implementation of their functions as per the Medicines and Related Products Act, 2014 and Medicines and Related Products Act 2014 Regulations, 2020.

Duties and Responsibilities

1. Support the PV & CT and Registration Departments' to ensure compliance with the Act and Regulations.
2. Support the PV & CT and Registration Departments' to ensure that quality standards are met.
3. Prepare documents and reports in relation to PV & CT and Registration.
4. Conduct medicines and related products evaluation for registration.
5. Conduct evaluation of CT applications and assessment of PV and CT reports.
6. Conduct monitoring for effective and efficient PV and CT oversight.
7. Support the SRO to ensure effective conduct of PV activities across the country and do the necessary follow-ups.
8. Collate, organize, evaluate and manage information.
9. Support the SRO to plan and undertake any other required regulatory functions.
10. Any other duties assigned.

Qualification and Experience

1. Bachelor's Degree in Pharmacy (B. Pharm), Master's Degree in Pharmacy (M. Pharm), or Doctorate in Pharmacy (Pharm. D) or
2. A minimum of bachelor's degree in Pharmaceutical Sciences, Pharmacology, Nursing, Biological Science, Biochemistry, Chemistry or any other related field from an accredited tertiary institution, with at least two (2) years post-qualification working experience.

Website: www.mca.gm; E-mail: info@mca.gm; Tel. No.: +2204380632



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Knowledge and Skills

- Knowledge in Medicines Regulations
- Excellent teamwork skills
- Excellent communication and writing skills
- Computer literate (Word, Excel, PowerPoint etc.)
- Critical thinking skills
- Analytical skills
- Interpersonal skills
- Time management skills.

SALARY: The salary attached to this position is very attractive.

Applicants are required to submit: A Cover Letter, CV and all relevant certificates and documents to the: **Executive Director, Medicines Control Agency, The Gambia.**

Address: 54 Kairaba Avenue, 2nd Floor, opposite US Embassy, Pipeline, The Gambia.
Tel (+220) 4380632.

Deadline for submission: Time and Date; **Friday, 24 November 2023, at 12:00 Noon.**