



## **MEDICINES CONTROL AGENCY**

Off Bertil Harding Highway, Kotu East, Kanifing Municipality, P.O. Box 3162, Serekunda, The Gambia

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### **VACANCY ANNOUNCEMENT**

Applications are invited from suitably qualified Gambians for the following vacant position at the Medicines Control Agency:

**Job Title: Regulatory Officer**

**Number of Positions: Two (2) for Quality Control Laboratory**

**Reports To: Director of Operations.**

#### **JOB PURPOSE**

To support the Quality Control Department 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.

1. Support the Quality Control Lab to ensure compliance with the Act and Regulations.
2. Conduct quality control testing as per standards.
3. To participate in developing guidelines and SOPs for quality control testing of medicines and related products.
4. Ensure that laboratory equipment are operational and well maintained.
5. Maintain quality standards and provide stepdown training of lab staff when required.
6. Write and present analytical reports.
7. Adhere to pharmacopeial methods & or in-house methods to conduct analysis.
8. Collate, organize, evaluate and manage laboratory information.
9. Ensure that the galenicals, reference standards, reagents and samples are stored appropriately.
10. Ensure that equipment are calibrated as per their calibration dates.
11. To immediately report any mal-functionalities or issues arising at the Laboratory to Director of Operations.
12. Any other duties assigned.

#### **QUALIFICATION AND EXPERIENCE**

- Bachelor's Degree in Pharmacy (B. Pharm), Master's Degree in Pharmacy (M. Pharm), Doctorate in Pharmacy (Pharm. D), or Bachelor's Degree in Chemistry from an accredited tertiary institution.
- Relevant work experience in a similar organisation would be an added advantage.

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### COMPETENCES

- 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 these positions is very attractive.

**Applicants are required to submit:** A Cover Letter, CV and all relevant certificates and documents clearly addressed to the: **Executive Director, Medicines Control Agency, The Gambia**. Please include “the Position You are Applying For” – (Your Name)” on the envelop and/or if email, as a subject line.

**Address:** Off Bertil Harding Highway, Kotu East, Kanifing Municipality, The Gambia.

**Deadline for submission:** Time and Date; **Friday, 22 August 2025, at 12:00 Noon.**

**Note:** *Applications without the required documents and will not be considered and only shortlisted candidates will be contacted.*