



Quality Management Employee (m/f/d)

Occlutech is a leading specialist provider of minimally invasive cardiac devices, with a mission to improve the quality of life for people with heart conditions. The vision is to become a global leading specialist provider in cardiac devices, addressing congenital heart defects, stroke prevention, and heart failure.

Occlutech has a broad and proven portfolio, based on proprietary technology, and over 200 patents with more than 139,000 products sold. The company markets and sells its products in circa 85 countries and has around 320 employees.

For additional information please visit our website at www.occlutech.com.

Location: **Jena, Germany**

We are looking for a QM Employee with a passion for quality management and quality management systems who likes to work on documents as well as to support and train other employees in their usage of the quality management system.

Your work will focus on

- Support in maintenance, improvement and development of the existing quality management system
- Document control (control, distribution and documentation of controlled copies; maintenance of electronical QMS database)
- Review and approval of product labelling
- Support for several QM processes (e.g. CAPA, engineering changes)
- Preparation of statistics and trend analysis
- Training of employees
- Support for audits
- Close contact to, QM support to and cooperation with other departments

We are looking for a candidate, who

- Has a university degree (min. Bachelor) preferably in engineering, legal or natural sciences
- Has some professional experience in the area of Regulatory Affairs, Quality Management, Technical Writing or Research & Development, preferably in the medical device industry

- Has knowledge of and practical experience with quality management standards and regulatory requirements, such as ISO 13485:2016, MDR, MDSAP
- Has strong communication skills in German and English
- Has ability to work independently, adapt to changing tasks and requirements and manage multiple tasks
- Has good organizational, interpersonal and problem-solving skills
- Has ability to collaborate with cross-functional teams
- Has proficiency in Microsoft Office applications

Are you interested?

We are offering a position in the medical device sector with ambitious and passionate people building meaningful products for patients all over the world. Our work environment is agile and allowing for collaboration with smart people and knowledge sharing in cross functional teams. As a fast-growing organization, we provide ample room for development and our remote work policy allows for more flexibility for our employees.

We look forward to receiving your application (cover letter and CV in one pdf file) to bewerbung@occlutech.com . Only applications in English will be evaluated.

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