



Join dicentra

Our expertise stems from our people. We strive to foster a dynamic environment of development and growth. Our team members are committed and talented individuals who enjoy turning their expertise into solutions for their clients. This is the reason today's most successful and fastest growing companies trust the leadership, direction and assistance we provide.

Job Title: Quality Assurance and Regulatory Affairs Assistant

Dicentra Needs:

- Basic Quality Assurance for NHPs/ OTCs.
- Food Regulatory (Canada and USA, including dietary supplements) – classifications, labels, advertising, acceptability of ingredients.
- *TMA, Novel Food, Food Additives are an asset.*
- *ITCs are an asset.*
- *Cosmetics are an asset.*

Qualifications:

- University degree in Life Science or a related scientific field.
- 1 year Quality Assurance experience in a GMP environment.
- Good knowledge of the Canadian Food and Drugs Act and Regulations.
- Good working knowledge of drugs, NHP, and/ or dietary supplement GMPs and/ or HAACP.
- Excellent communication skills, both written and verbal.
- Excellent time and project management and organizational skills.
- *Knowledge of cosmetic regulations/ requirements an asset (for Canada and US).*

We attribute our success to these core values:

1. Consistent commitment to our clients and their business growth
2. Strategic approaches to regulatory and scientific affairs that deliver solutions
3. Specialized expertise and a passion for the industries we work in

If you think you may enjoy working in a fast-paced, results-driven environment where your knowledge is valued, please forward **resume and customized cover letter** telling us why you are interested in joining dicentra.

In addition to the appropriate credentials, we value the following qualities in our team members:

- Personality characterized by high quality standards, responsibility and engagement
- Ability to interact with a range of personalities and many levels of the organization



- Excellent organizational, interpersonal and communication skills in English
- Self motivation and initiative
- Project management skills with ability to prioritize
- Attention to and ability to execute details
- Adaptable to changing environment, client and project needs

Human Resources

dicentra

The Historic Distillery District

44 Gristmill Lane

Unit 200

Toronto, Ontario

M5A 3C4

or by email to terry@dicentra.com.

We thank all candidates for their interest in **dicentra**, however, only those being seriously considered for a position will be contacted.

