



WE'RE HIRING:

MAA LEARNING COMPLIANCE MANAGER

(1 year contract)

Role Summary


The Medical Affairs Academy Learning Compliance Manager is responsible for establishing and providing onboarding and ongoing training support for the US and Global Medical Affairs (GMA) Team as well as ensuring QMS07 requirements are met by executing annual curriculum, job description (JD) and curriculum vitae (CV) reviews for US and Global Medical Affairs.

Basic Qualifications

- BA/BS with a focus in Business or Management
- 5 years' experience within related field
- Strong technical skills including experience/knowledge of user query tools (Excel)
- Excellent attention to detail to ensure work is thorough and accurate
- Demonstrated project and program management skills
- Good oral and written communications skills are essential
- Experience interacting and maintaining relationships with senior colleagues and key stakeholders
- Ability to anticipate needs, prioritize responsibilities and manage multiple projects simultaneously
- Proven ability to cultivate relationships of trust and credibility with colleagues and to be a partner with deep process understanding of medical standard operating procedures
- Proficiency in Learning Management Systems
- Proficiency in Microsoft Office applications
- Fluent in English, both written and verbal

 Costa Rica

Send us your resume at: reclutamiento-asepsa@pfizer.com or visit our web site: www.asepsa.com/empleos

 Contact us: 8583-6435