



Valneva Austria GmbH, a subsidiary of Valneva SE, focuses on pre-clinical and clinical vaccine development and QC testing. The company is located at the Campus Vienna Biocenter, a melting pot of biotechnology and life sciences in Vienna. The site with its state-of-the-art R&D and QC laboratories holds a GMP certificate from the Austrian Agency for Health and Food Safety (AGES) and was successfully licensed by the US Food and Drug Administration (FDA) for QC testing of Valneva's marketed Japanese encephalitis vaccine.

We want to advertise a full-time position for a **Sample Management Expert/Equipment Responsible** (m/f) in our Quality Control team.

YOUR RESPONSIBILITIES:

Sample Management:

- Responsible for sample management for in-house and external release and stability testing for QC departments
- Organization of incoming and outgoing shipments (supply coordinator)
- Sample storage and distribution for internal testing
- Maintain oversight and coordination of external testing
- Maintain communication/contact with external and internal clients
- Responsible for purchase order process
- Establishment of in house testing plan and certificates of analyses
- Archiving/filing of documents according to GMP requirements

Equipment Responsible:

- Qualification and evaluation of laboratory equipment (e.g. incubators, fridges, freezers)
- Organization and supervision of maintenance, calibration and repair of laboratory equipment
- Organization of annual calibration activities

Training Coordinator:

- Responsible for coordination, filing and archiving of training documentation

YOUR REQUIREMENTS:

- Bachelor/HTL degree in natural sciences
- Excellent organizational, documentation management and teamwork skills
- Excellent communicational skills
- Work experience in a laboratory or quality (GxP) environment is a plus
- Fluent written and spoken English language skills
- Proficient in Word and Excel
- Experience in management and consolidation of large data sets/lists
- Highly team-orientated personality
- Willingness to work in a high-quality regulated GxP environment

We are legally required to publish the minimum monthly gross salary for this position according to the collective agreement of € 1,783,71 (full time). Please note that this is the minimum salary and our offered salaries are higher, based on qualification and experience.

If you (m/f) are interested in this challenging position in an international surrounding, please send your application (**Ref.Nr. 11231-17-01**) to the Human Resources Department: applications.hr.vie@valneva.com

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