

Job Description

Date Revised: New 12/19/2023

Job Title:	Director, Quality Control	Department:	Quality & Compliance	
Job Code:		Salary Class:		
Reports to:	SVP, Head of Operations	Minimum	Mid-Range	Maximum

We are seeking a dynamic and experienced Director of Quality Control, with a strong commitment to quality, compliance, safety, and employee well-being, to lead the Quality Control department in our Canadian operations.

G.W. Seier founded Vita Health Products in Winnipeg, Manitoba in 1936. Since then, the company has grown from a small mail-order operation selling herbs and patented medicines into one of Canada's foremost suppliers of over the counter (OTC) pharmaceutical products and natural health products.

Based in Winnipeg – the geographic centre of Canada – and located in the St. Boniface industrial park, IVC Vita Health Products is a vertically integrated manufacturer, marketer, and distributor of a broad line of high-quality, nutritional supplements, and over the counter medications throughout Canada, with over 260,000 square feet of manufacturing, packaging, and distribution facilities.

IVC Vita Health has a long and proven track record of success and continues to demonstrate strong results with consistent growth. IVC Vita Health is part of the IVC Nutrition Corporation of Companies.

At IVC Vita Health understand the importance of a comprehensive benefits package to attract and retain top talent. Our offerings include:

- Competitive salary and performance-based bonuses.
- Company paid health, dental, and vision insurance.
- Retirement savings plan with employer matching.
- 7 Paid Personal Leave Days per year.
- Professional development opportunities and tuition reimbursement.
- Employee assistance programs for mental health and well-being.
- Company-sponsored social events and team-building activities.

Join us at IVC Vita Health and be part of a team that values your contributions and invests in your success. We are committed to creating a workplace where diversity is celebrated, and every team member can thrive both personally and professionally.

Our Vision: The Canadian partner driving self-care innovation to enrich health.

Summary:

As a key member of the Site Leadership team and under the direction of the SVP, head of Operations, the Director, Quality Control is responsible for the development, implementation and maintenance of all Quality Control procedures, systems and regulatory compliance within the laboratory with oversight to qualification/validation of assays and QC activities for product release.

The role combines elements of strategy, policy, operations, team management and development, advocacy, and support for working groups against the delivery and reporting of targets aligned with business goals.



Responsibilities:

Key Responsibilities will include:

- Providing Strategic leadership and direction for the Quality Control Department.
- Establishing, implementing and maintaining quality control policy, procedures and systems to meet regulatory requirements and industry best practices.
- Overseeing all aspects of product quality, including raw materials, in process testing, finished product testing, stability programs, method development/validation, and release activities.
- Developing and mentoring a competent and high performing team of quality control professionals
- Setting clear performance expectations; conducting regular performance evaluations and providing ongoing feedback and coaching.
- Collaborating with cross functional heads and ensuring effective communication and timely updates on analytical commitments to all stakeholders
- Keeping abreast of evolving regulatory requirements and expectations and ensuring anytime readiness for customer and regulatory audits.
- Planning and working effectively to consistently achieve product release testing cycle time targets and project due dates and deliverables.
- Identifying and implementing process improvements to enhance the efficiency and effectiveness of quality control operations.
- Fostering a strong safety culture by promoting awareness, training, and continuous improvement in safety practices.
- Supporting and leading investigations into deviations, out-of-specification results, and customer complaints to identify root causes and implement corrective and preventive actions.

Qualifications & Experience Required:

- Minimum of 8 years' experience in quality control leadership roles within the pharmaceutical industry.
- In-depth knowledge of Canadian pharmaceutical regulations (Health Canada, GMP, etc.).
- Proven track record of successful regulatory inspections and audits.
- Strong leadership, team building, and communication skills.
- Excellent problem-solving and analytical abilities.

Education, Certification, Licenses & Registrations:

- Bachelor's or advanced degree in Pharmacy, Chemistry, Pharmaceutical Sciences, or related field.

Physical Demands:

Sitting, standing, and walking for extended periods
Computer work
Working with and around laboratory chemicals and equipment

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Additionally, this job description reflects management's assignment of essential functions, it does not prescribe or restrict the tasks that may be assigned.