

**Biomapas** is a functional and full outsourcing solution provider to the global life science industry, with key expertise in Clinical Trials, Regulatory Affairs and Pharmacovigilance. With headquarters in Lithuania and offices in Switzerland, Russia, Georgia, Ukraine, Poland, Kazakhstan and Sweden, Biomapas operations are spread over 5 continents, concentrated in Europe, Russia and former CIS region.

**Biomapas** is looking for a **Pharmacovigilance Assistant** to join and support our global Pharmacovigilance team in **Kaunas**.

**Role responsibilities:**

- Maintain and establish of standard pharmacovigilance activities for Biomapas contractual partners; Ensure compliance with applicable local guidelines, regulation, Biomapas` and Biomapas contractual partners` procedures;
- Support in project management activities (collections of KPIs, creation and maintenance of project plans, tracking of contract deadlines and etc.);
- Participate in Biomapas Pharmacovigilance strategic initiatives implementation;
- Support with preparations for bid defense meetings organized by potential customers;
- Follow the principles of confidentiality and personal data protection, as applicable;
- Support Biomapas personnel in audits/inspections preparation;
- Continuously develop his/her professional and personal skills and participate in pharmacovigilance relevant trainings delivered by Biomapas and/or Biomapas contractual partners;
- Assist Pharmacovigilance team in daily activities.

**Role requirements:**

- Life science degree, Biologist or Pharmacist educational background;
- Excellent knowledge of English language, both oral and written;
- The ability to work independently and as a part of a team;
- Good understanding of medical terminology;
- Focused on quality and productivity;
- Attention to detail, time-management and problem-solving skills;
- Ability to interact and communicate effectively with a wide range of people.

In Biomapas, you will find a supportive work environment with a guarantee for professional and personal development, as well as a competitive salary, benefits and many more initiatives that will make your daily office life comfortable.

**Please apply to [cv@biomapas.com](mailto:cv@biomapas.com)**

Thank you for your attention.

**Be kindly informed that only selected candidates will be contacted.**