Job offer

„Help to prevent dementia"

Quality Management Officer (f/m/x) - QMO

Location // Magdeburg or Berlin, Germany (flexible)
Field // Digital Healthcare Applications
Level of experience // Junior/Intermediate
Start // September 2021
Contract // Part- or Full-time (min. 30h)

About us

Every 3 seconds someone develops dementia. With an ever-aging population the number of people who suffer from dementia will double by 2030 and more than triple by 2050. The World Health Organization calls dementia a public health priority. However, there are no therapies or drugs currently on the market.

neotiv is a team of scientists, professors, developers, and technically passionate people that share a vision to prevent and intervene dementia. We have created a software system to detect early signs of dementia to ensure an early intervention of the disease. neotiv is a proud spin-off from the Otto-von-Guericke-University Magdeburg in a close collaboration with the DZNE (German Center for Neurodegenerative Diseases). We are funded by renown investors and science transfer grants that enables us to realize our mission to improve life for millions of people.

Bringing our existing CE marked medical device to patients requires great responsibility. We as a legal manufacturer want to ensure, that we have full control over our products and we want to guarantee that at any time our products fulfill their intended purpose and generate the most possible value for the patients. A comprehensive Quality Management Systems enables us to fulfill this goal and to meet our requirements. Therefore, Quality Management for us is not only a necessity but a part of our companies' culture that we live and improve every single day.

Help us to get closer to our goal by becoming our first dedicated **Quality Management Officer (f/m/x).**

Your responsibilities

- You are responsible for the maintenance and improvement of our ISO 13485-compliant QMS as management representative (QMB)
- Achieving compliance to requirements for ISO 13485 /MDR Annex IX Certification is another of your main tasks
- You support compliance along product development processes and tools
- You are the first point of contact for questions on quality management aspects in our work with partners for consulting, distribution, and research (pharmaceutical)
- You manage our internal audit program and take care of the supplier and partner management
- Ownership of CAPA and non-conformity management
- You plan further development and refinement of our QMS

Your profile

- You have professional experience in the application of ISO 13485 at a legal manufacturer
- You have relevant experience in active participation at audits by notified bodies
- Experience with standalone medical-device-software (IEC 62304) is beneficial
- You have worked with project management and documentation tools like Confluence and Jira
- You are fluent in written and spoken English

Job offer

„Help to prevent dementia"

What we have to offer

- Hybrid working place (on-site in Magdeburg, Berlin and off-site possible)
- Flexible working hours and a high amount of vacation days
- Regular online and offline team meetings and events
- Advanced training in your field of interest
- Casual and familiar working atmosphere in an international team
- Working on applied projects with the aim to prevent dementia
- Work along best in class dementia researchers from leading scientific institutions

Your point of contact

Are you convinced that you provide what it takes to master this job? Then email your CV and letter of motivation to jobs@neotiv.com. If you have any question or concern, please contact our Head of HR, Anne Graeger.