

WE ARE HIRING!

Quality Assistant



SLIBTEC is a high-tech ecosystem fostering innovation through cutting-edge technologies, dedicated facilities, and a vibrant research culture. It provides a linear research and development manufacturing platform for the biotechnology business.



We are Looking for:

- A Bachelor's Degree in Biological Science, Agriculture, Biotechnology or a related discipline
- Professional qualifications or training in Quality Management Systems, Good Laboratory Practice (GLP), ISO 17025, ISO 15189, and Internal Auditing will be an added advantage
- Familiarity with laboratory quality management systems and quality standards will be an added advantage
- Fresh graduates with relevant academic qualifications and a strong interest in laboratory quality management are encouraged to apply

Responsibilities:

- Assist in the implementation, maintenance, and continual improvement of Good Laboratory Practices (GLP), ISO/IEC 17025, ISO 15189 and ISO 37301 in accordance with applicable accreditation, standard and regulatory requirements
- Support the implementation of the SLIBTEC Quality Policy and quality objectives across research, testing and service laboratories
- Assist in maintaining quality records, forms, registers, and controlled documents
- Support the review, distribution, and archival of quality-related documents in accordance with document control procedures
- Assist Laboratory Managers and the Quality Assurance Executive in coordinating quality-related activities within laboratories
- Participate in internal audits, inspections, and follow-up activities under the guidance of senior quality personnel
- Assist in monitoring corrective actions, preventive actions, deviations, and non-conformities
- Support equipment calibration, maintenance, and intermediate checks as per the schedule and maintain relevant documentation
- Assist in monitoring environmental conditions and quality indicators within laboratory facilities
- Participate in laboratory risk assessment and risk register maintenance activities
- Assisting staff awareness programs related to Good Laboratory Practice (GLP), ISO 17025, ISO 15189 and Compliance Management Systems
- Assist in the preparation and maintenance of accreditation-related documentation
- Support method verification, method validation, and quality control activities as assigned
- Participate in quality meetings and contribute to continual improvement initiatives
- Assist in maintaining inventory records related to quality assurance activities
- Perform other duties as assigned

Competencies and Skills:

- Good organizational and record-keeping skills
- Ability to work effectively as part of a multidisciplinary team
- Ability to maintain confidentiality and integrity of laboratory records and information
- Attention to detail and commitment to maintaining high-quality standards
- Good communication and interpersonal skills
- Basic understanding of laboratory operations and quality management systems
- Ability to prioritize tasks and meet deadlines
- Proficiency in Microsoft Office applications (Word, Excel and PowerPoint)

Please email your CV including two non-related referees, mentioning the position in the subject line, before
20th August 2026

E-mail: slibtec@gmail.com

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