

We are looking for a **Quality and Regulatory Affairs Associate** to join our team! This will be a 12-month maternity leave contract with possibility of extending.

**Duties and Responsibilities:**

- Provide regulatory guidance to ensure compliance to all applicable regulations for manufacturing and sale of cannabis products
- Helps prepare and submit reports, amendments, and notifications to Health Canada
- Liaise with regulatory bodies
- Handle recalls and adverse events
- Supports the reporting of incidents or adverse events to regulatory bodies and maintenance of the company's pharmacovigilance system.
- Approve and release of all incoming materials especially packaging and labelling materials
- Assists with tracking metrics related to compliance and efficiency of the quality systems and provides recommendations for improvement.
- Assist in the review and processing of quality documents associated with manufacturing and technical support documentation
- Author and/or review SOPs as needed
- Support in review of batch releases documents such as testing lab Certificate of Analysis production documents and reconciliation
- Support customer complaints handling, CAPA program, deviation management, internal/external audit program
- Generate and review Product Quality review reports, trend reports and related reports
- Support all quality systems associated with GPP operations to ensure compliance at all times
- Other duties as assigned

**Qualifications and Skills:**

- Must have BSc in Biological Sciences/Pharmacy/Food or diploma in regulatory affairs from a recognized institute
- Minimum 2 years of quality assurance/ regulatory experience in food manufacturing, cannabis, pharmaceutical or related regulated environment
- Strong knowledge of Cannabis and GMP regulations
- Outstanding organizational and prioritization skills
- Excellent English verbal and written communication skills
- Ability to manage multiple projects and tasks in a fast-paced, time-sensitive work environment with changing demands
- Excellent interpersonal skills and the ability to collaborate effectively in a dynamic and cross-functional work environment.
- Ability to work independently

**Note:** The chosen applicant will be required to successfully complete criminal and reference checks.

TerrAscend thanks all candidates for their interest; however, only those selected to continue in the process will be contacted.

*TerrAscend is a supporter of AODA (Accessibility for Ontarians with Disabilities Act). Accommodation will be provided to all applicants with disabilities during the recruitment process.*

*TerrAscend is committed to creating a diverse environment and is proud to be an equal opportunity employer.*

Please submit your application to [recruitment@terrascend.com](mailto:recruitment@terrascend.com). Indicate your desired job position in the subject line.