

**Job title: Quality and Compliance Specialist**

**Location: Shanghai, China**

**Department: Technical Department**

**Reporting to: Head of Quality & Compliance (China)**

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**Summary of position:**

A full-time position based in SHANGHAI CHINA, responsible for driving the implementation of TSL quality and ethical compliance throughout the China supply chain for all new and existing suppliers.

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**Primary responsibilities:**

- Carrying out pre audits of quality and ethical, giving appropriate feedback and assisting the manufacturing sites with putting improvement plans into place
  - Assist to manage on site audit program for 3<sup>rd</sup> and 2<sup>nd</sup> party audits of our manufacturing partners
  - Ensure satisfactory follow up of all 3<sup>rd</sup> and 2<sup>nd</sup> party audits within given timelines
  - Escalate any audits issues that cannot be resolved at site to Head of Quality and Compliance and UK Quality and Compliance manager
  - Evaluate the quality and ethical compliance via conducting pre audits and reviewing certificate/reports of new manufacturing sites as part of supplier onboarding process, e.g. ISO13485, BRC, SMETA, BSCI etc.
  - Maintain all required documentation as evidence of compliance
  - Closely follow developments in legislation and new best practices and cascade information to the factories
  - Building engagement with the factories
  - Liaise with UK Technical team and provide key updates on China suppliers where necessary.
  - Any other tasks assigned by UK office and Head of Quality and Compliance
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**Competencies / preferred skills:**

- Demonstrated understanding and experience in quality and ethical audit, such as ISO13485, HACCP, BRC, GMP, SMETA, BSCI, ISO14001, EU and UK Medical regulations
  - Strong awareness of regulation and legislation. An appreciation of the CSR agenda and trends relating to responsible business practices
  - Self-management, ability to work independently. excellent and positive can-do working attitude
  - Ability to manage conflicting workloads and meet key deadlines
  - Ability to work cross-functionally, with teamwork spirit
  - Good communication skills, good written and spoken English.
  - Travel based on schedule in China
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**Inclusion at TSL:**

TSL are an equal opportunity employer committed to diversity, equality and inclusion. We celebrate difference and encourage our colleagues to bring their full selves to the workplace. We believe that a variety of backgrounds and experiences make for a healthy culture.

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**How to Apply:**

If you are interested in the position, please send your resume/CV to [lilyding@tslhealthcare.com](mailto:lilyding@tslhealthcare.com) and [candiceliu@tslhealthcare.com](mailto:candiceliu@tslhealthcare.com).

The closing date for applications is 28th August, 2024. We encourage early applications. We will be reviewing applications as they come in therefore you may be contacted before the closing date if we wish to take forward your application.

Telephone enquiries and personal visits will NOT be accepted.