

ADEKUNLE OLUYINKA ADEDOKUN

As an experienced Regulatory Officer with a passion to safeguard the health of the people, I am excited to apply for the post of Quality Assurance Officer in your reputation company. I am confident that my vast knowledge and experience in Good Hygiene Practice, Good Manufacturing Practice, Good Laboratory Practice, Hazard Analysis Critical Control Point, combined with my enthusiasm for making sure that regulatory products are prepared and produced in an hygienic way and of the standard requirement for human consumption make me the ideal candidate for this role.

As a Regulatory Officer, I have carried out;

- \*GMP inspection of Food, Drug, Cosmetics and Water factories.
- \*Inspect the Good Hygiene Practices of fast food establishment, restaurants and other public facilities.
- \*Carried out post market surveillance of registered products and drawn samples for laboratory analysis for products compliance.
- \*Investigate consumer complaints on the health and safety of products.
- \*Initiate enforcement procedures to fine or to close an establishment contravening the Agency regulations.
- \*Inspect workplaces to ensure that equipment, materials and production processes do not present environmental hazards to the environment, employees or to the general public.

I have a Bachelor Degree in Chemistry, a Higher National Diploma in Applied Chemistry and a National Diploma in Science Laboratory Technology.

During my services with the National Agency for Food and Drug Administration and Control (NAFDAC), I served in different Directorates of the Agency and I have undergone training in Good Manufacturing Practice, Quality Management System, Good Laboratory Practice and I have also carried out GMP inspection of facilities outside the country.

I am excited to join an organization that is dedicated to providing quality and avoidable medicine for the people. I am confident that I can use my knowledge, experience, and passion to help your team achieve the organization mandate. I am available for an interview at your earliest convenience and would be happy to provide more information about my qualifications.

Thank you for your time and consideration.

Sincerely,

AdekunleOluyinkaAdedokun.