Job Posting:169663 - Position: F25 Quality Assurance Analyst Co-op 169663

Co-op Work Term Posted:	2025 - Fall
App Deadline	05/30/2025 09:00 AM
Application Method:	Through UBC Science Co-op
Posting Goes Live:	05/13/2025 03:18 PM
Job Posting Status:	Approved

ORGANIZATION INFORMATION

Organization	Phyton Biotech Inc.
Address Line 1	1503 Cliveden Avenue
Address Line 2	Annacis Island
City	Delta
Postal Code / Zip Code	V3M 6P7
Province / State	BC
Country	Canada

JOB POSTING INFORMATION

Placement Term	2025 - Fall
<b> Job Title <b>	F25 Quality Assurance Analyst Co-op 169663
Position Type	Co-op Position
Job Location	Delta, BC
Country	Canada
Duration	12 months
Work Mode	In-Person
Salary Currency	CAD
Salary	22.0 per hour for 40 Major List

Job Description

Summary:

Following Good Manufacturing Practice (GMP) guidelines and Phyton Standard Operating Procedures (SOPs), perform reviews of quality documents and records and document control activities. Effectively support and promote continuous improvement of Phyton Biotech's quality systems with cross-functional collaboration to achieve a common objective. Perform release of raw materials and in-process materials according to Phyton specifications, to ensure Phyton's pharmaceutical products are consistently produced and controlled according to quality standards, and that they are safe and effective for patient use.

Primary Responsibilities (others may be assigned, as required):

- Performs document control activities to ensure all departments are following current approved procedures for pharmaceutical manufacturing and testing
- Performs reviews of analytical data for Certificates of Analysis, stability testing, analytical method validations, protocols and reports to ensure QC testing is performed correctly and in compliance with GMP, and the results meet the required quality standards. The analytical data may include: FTIR spectroscopy, Karl Fischer titration, specific rotation, residue on ignition, residue on evaporation, high-performance liquid chromatography (HPLC), gas chromatography (GC), potentiometric titration, other wet

chemistry titration for assay and other wet chemistry identification tests.
•Performs reviews of completed forms to ensure Good Documentation Practice (GDP) is followed
•Performs releasing of raw materials and starting materials using the Enterprise Resources Planning (ERP) system to ensure only materials meeting the quality standards are used for manufacturing
•Creates product labels and performs labeling of pharmaceutical products for shipments to customers
•Provides quality support for internal departments
•Assists with internal, customer and regulatory audits

Approval Authorizations
• Authorized to approve raw material Certificate of Analysis
•Authorized to release raw materials

Job Requirements

• At least three years of university in a chemistry related discipline, preferably analytical chemistry
•0 to 2 years related experience
•Must be proficient in using Microsoft Office
•Strong organizational skills, with a high level of attention to detail
•Excellent team worker
•Good oral and written communication skills

Citizenship Requirement N/A

APPLICATION INFORMATION

Application Procedure Through UBC Science Co-op
Cover Letter Required? Yes
Address Cover Letter to Claire Moore