# McGuff Family of Companies

**Pharmaceutical Quality Technician – Supplier Relations**

We’re growing and looking to hire a Pharmaceutical Quality Technician – Supplier Relations to expand our Quality Assurance Department.

McGuff values its employees as one of its most important resources. We strive for a vibrant, healthy work culture and attain it through good communication, active involvement, and corporate responsibility. We leverage our employees’ expertise and support their professional development for mutual growth.

About McGuff

McGuff was established in 1972 and has remained family owned. The McGuff family of companies consists of three unique entities: McGuff Company, Inc. (MCI) – medical products distribution; McGuff Pharmaceuticals (MPI) – drug manufacturing; McGuff Outsourcing Solutions (MOS) – compounded drug manufacturing. All McGuff companies are registered with the Food and Drug Administration and adhere to strict quality standards.

We are committed to providing our customers with high-quality, fairly priced products, fast delivery, and excellent customer service. All employees at McGuff take pride in our valued reputation with customers.

We are looking for a **Pharmaceutical Quality Technician – Supplier Relations** to join our team and oversee the quality aspects of our suppliers and vendors. You will be responsible for qualifying new suppliers, requalifying existing suppliers, conducting mail audits, assigning auditors, and resolving quality issues.

To be successful in this role, you should have at least three years of experience in the pharmaceutical industry or a related field. You should also have knowledge of FDA cGMP requirements, ISO standards, and quality management systems. You should have excellent communication, grammar, spelling, and problem-solving skills, and be able to work independently or as part of a team.

As a Pharmaceutical Quality Technician – Supplier Relations, you will:

• Evaluate and approve potential suppliers based on their quality systems, capabilities, and performance
• Monitor and measure supplier quality performance and initiate improvement actions
• Plan and conduct supplier audits and assessments in accordance with the audit schedule and regulatory requirements
• Review and approve supplier documentation, such as drawings, processes, certificates, and test reports
• Collaborate with internal and external stakeholders to ensure compliance and alignment of quality standards and expectations
• Investigate and resolve supplier quality issues, such as non-conformances, deviations, complaints, and recalls
• Provide feedback and guidance to suppliers on quality improvement and best practices
• Maintain and update supplier quality records and databases
• Other tasks as assigned

This is a full-time, on site position at 4040 West Carriage Drive, Santa Ana, CA.

**Character**

The hallmark of the successful candidate must be and be compatible with employees who take responsibility for their actions, are ethical, are dependable, do what they say, and don't let the others in their team down. As a leader, you must embrace leadership by personal example.

**Why work for the McGuff Family Companies, Inc.?**

At McGuff Pharmaceuticals, Inc., we offer excellent compensation and benefits programs that reflect our goal to be a competitive and supportive employer. McGuff Pharmaceuticals, Inc. provides a comprehensive benefits package that includes medical, dental, vision, life insurance and 401K retirement plans. In addition, McGuff values its employees and their life outside of work, which is why we offer all employees generous vacation and personal days off!

If you are interested in this position, please email your resume and cover letter to employment.MPI@mcguff.com Subject “Quality Technician – Supplier Relations”. We look forward to hearing from you!