

Registration Compliance Officer

Biobest is a leading producer of sustainable solutions for crop protection, such as biological control agents, scouting and monitoring systems and bumblebees for pollination. Our products are used in both organic and integrated agriculture. From our headquarters in Belgium and a number of strategically located subsidiaries, we reach out to growers in over 60 countries in all continents.

For our headquarters in Westerlo (Belgium) we are looking for a Registration and Compliance Officer (m/f).

Job description

You become part of the Registration and Compliance team, support current activities and pro-actively take up new activities according to the company's needs:

- You keep track of the status of application dossiers for registration, registration renewals, import permits and other related documents of the Biobest products. You keep the Registration and Compliance inventory and Country Assortment file updated and assist in developing internal compliance procedures
- You are in charge of the archiving of new documents
- You are capable to prioritize, manage multiple assignments and communicate the status of assignments in a timely manner
- You will work in close collaboration with the Compliance Registration Team members.

Profile required

- advanced level skills in Microsoft Office Suite (mainly Microsoft Excel and Word)
- Proven previous experience in similar functions. Experience in agriculture or chemical industry is a plus
- Knowledge of regulatory (even if in other domains) is a plus
- Fluent in English (Dutch, French, Spanish or other language is a plus)
- Open-minded team player, engaging in open brainstorming and 'out of the box' thinking
- Flexible, you are eager to learn and have an interest to engage in activities within the wider relevant regulatory frameworks
- Precise & efficient

Our offer

We offer you a job within a solid and innovative working environment in a growing and future focused international company. You will become part of a growing and enthusiastic Compliance and Registration team, will face a lot of interesting challenges and will have the opportunity to grow. You will be located at our main office in Belgium, Westerlo. We offer a market conform remuneration package.

Interested?

Please send your application letter and Curriculum Vitae to jobs@biobestgroup.com.