

Product Compliance Specialist Job Description

- Research and communicate safety and compliance requirements relating to current products, new product categories, and expansion of sales to new regions
- Partake in product development projects to make certain that safety, regulatory, and agency requirements are recognized and satisfied in target markets
- Take part in Product Quality Risk Assessments projects to spot and quantify safety and compliance risks, and develop mitigation plans
- Ensure that safety and compliance requirements are met in aspects of a product such as labeling, packaging artwork, and instruction booklets
- Assist in cost savings and continuous improvement projects to ensure that product safety and compliance is maintained
- Stay abreast with changes to regulatory and agency requirements, and recommend actions required to maintain compliance of active products
- Plan and execute ongoing testing and compliance documentation updates for active products
- Maintain records to support safety and compliance
- Support the investigation and problem solving for safety or compliance issues
- Contribute to policies and processes to assure safety and compliance
- Lead and direct internal product teams leadership and cross-functional teams on compliance-related issues.