VACANCY ANNOUNCEMENT

Manager Regulatory Affairs – AMGOMED Pakistan

AMGOMED, founded in 2006, is a Pakistan-based pharmaceutical company dedicated to transforming oncology care through high-quality chemotherapeutic agents and advanced biotechnology products. With a strong market presence in the oncology pharma landscape, we uphold rigorous compliance with national pharmaceutical standards while aligning with globally accepted cancer treatment protocols. For more information, please visit: https://amgomed.org

AMGOMED is seeking a highly qualified, growth-oriented, and impact-driven professional to join our team as Manager Regulatory Affairs, someone who can combine technical expertise with strategic vision to strengthen our regulatory leadership and contribute to sustainable business growth. AMGOMED offers highly competitive salary, decent work conditions and conducive work environment.

1. **Position Title:** Manager Regulatory Affairs
2. **Duty Station:** Islamabad, Head Office
3. **Fieldwork & Travelling:** Extensively required
4. **Directly Reports to:** Board of Governors
5. **Directly Supervises:** As may be assigned
6. **Close Functional Links:** Drug Regulatory Authority of Pakistan (DRAP), Ministry of National Health, District Health Offices, National Control Laboratory, and other relevant authorities
7. **Purpose o the Position**

The Manager Regulatory Affairs (MRA) is responsible for leading and managing all regulatory matters related to DRAP and other relevant health authorities. The role ensures compliance with national and international oncology pharma standards, facilitates product approvals and registrations, and safeguards the company's reputation by maintaining transparency, accountability, and adherence to regulatory frameworks. The MRA plays a strategic role in enabling business growth through effective regulatory planning, stakeholder engagement, and risk mitigation.

8. **Responsibilities**
    - Handle all issues related to DRAP and other regulatory bodies.
    - Obtain clearance certificates for finished products and manage permission requests for products with short shelf life.
    - Liaise with District Health Offices for Drug Safety Literature (DSL) and with the National Control Laboratory for Lot Release.
    - Register and price imported and local products in line with the company's business plan.
    - Maintain direct interaction with the Ministry of National Health Regulation & Coordination, acting as a bridge to resolve regulatory issues.
    - Build and sustain strong relationships with regulatory authorities, ensuring timely resolution of compliance matters.
    - Align regulatory strategies with oncology business objectives.

- Provide input to senior management on regulatory risks, opportunities, and market access strategies.
- Monitor evolving national/international oncology regulatory frameworks and recommend adaptations.
- Ensure strict adherence to organizational policy frameworks (HR, financial management, procurement, IT, logistics, administration, pharma SOPs).
- Promote a culture of transparency, accountability, safeguarding, safety, security, and risk mitigation.
- Guide and supervise assigned staff, fostering professional development and team cohesion.
- Delegate tasks, monitor performance, and ensure productivity aligned with organizational goals.
- Prepare regular reports for senior management, analysing regulatory trends, compliance status, and potential business implications.
- Perform additional tasks to achieve organizational objectives.

9. Qualifications

- Bachelor's or Master's degree in Pharmacy, Life Sciences, or a related field.
- Strong knowledge of DRAP regulations and oncology pharma standards.
- Proven experience in regulatory affairs, preferably in oncology.
- Excellent communication, negotiation, and stakeholder management skills.
- Ability to work independently and collaboratively in a fast-paced environment.
- Strong organizational, analytical, and problem-solving skills.

10. How to Apply

Interested qualified candidates may apply via Amgomed's online application portal: https://amgomed.org/careers

11. Application Deadline: September 20, 2026; 23:59 hrs PST. The application will be scrutinized on a rolling basis. Therefore, suitable candidates are encouraged to apply at the earliest, without waiting for the end date.

12. Attention

- Applicants must submit a cover letter mentioning their suitability for the position. Applications without a cover letter will not be considered.
- Applications/CVs sent via email will **not** be considered.
- Shortlisting and interview process will be conducted on a rolling basis.
- Only shortlisted candidates will be contacted for further recruitment process.
- Participation in this recruitment process is purely voluntary and brings no obligation towards the recruiting organization. Amgomed reserves the right to reject any/all applications without assigning any reason.
- Amgomed is committed to fair and ethical recruitment. We provide equal employment opportunities to all applicants and encourage inclusion of diversified professionals belonging to any caste, religion, ethnicity, gender, age group, status of abilities, or any protected status. Our hiring decisions are guided solely by merit, qualifications, and job requirements.