

# **COMMISSIONING AND QUALIFICATION MANAGER**

**San Diego, CA**

## **COMPANY OVERVIEW**

GMC Commissioning provides commissioning and energy consulting services for new and existing facilities. Our team is located in San Diego, CA. We are an independent third-party firm with a passion to Elevating Project Delivery through the commissioning process. We are looking for the best of the best to join our elite team of engineers and commissioning professionals.

Find us online at [www.GMCCx.com](http://www.GMCCx.com)

## **POSITION OVERVIEW**

We are looking to recruit the right professional, with relevant industry experience to get involved in interesting and challenging projects as a Commissioning & Qualification Manager for plant equipment, facilities, utilities, process control systems, in consideration of Clients' and international cGMP requirements. This is a rare opportunity to get in on the ground level of a small but growing company, in a position to assist with developing an innovative division within the company.

## **JOB QUALIFICATIONS**

- 5+ years' experience operating in cGMP markets, specifically medical devices, pharmaceutical, or biotechnologies.
- 5+ years' experience commissioning and qualification in the commercial building sector.
- Ability to generate and execute commissioning and qualification protocols for multiple types of building mechanical, electrical, plumbing, controls systems, process support systems, and process systems.
- Ability to conduct field inspections including piping and equipment walk downs, operational startup and troubleshooting.
- Field experience strongly preferred
- Proficient with Microsoft Office applications (Word, excel, power point, etc.)
- Must have excellent communication and writing skills.
- Highly organized
- As a work from home position, must be Self-Motivated
- Time Management skills

## **DUTIES AND ESSENTIAL FUNCTIONS**

- Supporting leadership team in leading C&Q activities (FAT, SAT, IV, OV, IQ, OQ, PQ) and providing progress monitoring.
- Reviewing functional, design and testing documentation from Suppliers/Contractors to ensure compliance to cGMP and Good Documentation Practices.
- Developing commissioning and qualification plans, and validation master plans.
- Training Suppliers/Contractors to the agreed C&Q approach and coordinating their activities.
- Reviewing Qualification or Test Plans issued by the Suppliers/Contractors for completeness and correctness.
- Preparing specific User Requirements Specification (URS)
- Performing Design Verification (Design Qualification) execution according to agreed format.
- Taking part to FAT, SAT, IQ and OQ activities and preparing related reports.
- Develop strong working relationships with the internal and external stakeholders and work well within a collaborative team environment
- Have responsibility for the staff on site who you will be supervising whilst undertaking C&Q activities and a strong Health and Safety background is required
- Ability to climb ladders/stairs and to lift and carry loads in excess of 20 lbs. Able to be on a job site for extended periods of time (8-10 hours).

- Travel as needed. Vehicle transportation, valid driver's license and insurance.
- This position will require travel around the U.S, assumed at 25% of the time.

#### **ADDITIONAL OFFERINGS**

- Home Based Position (no regular commute) with compensation for Home Office
- Flexible working hours
- Flexible Personal Time Off
- Competitive salary based on experience
- Medical, Dental and Vision Benefits
- Discretionary Bonus Program

GMC Commissioning provides Equal Employment Opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, GMC Commissioning complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.