

## **Position purpose**

- 1.1 To assist in compiling and timeously submit registration dossiers for registration purposes, maintenance of registrations and renewal of registrations in Sub-Saharan Africa.
- 1.2 Assist with technical support to Business, Marketing and Brand Managers.
- 1.3 Assist with conducting trials required for registration and or product development purposes in Sub-Saharan Africa.
- 1.4 Assist with compilation and quality check of labels, product related literature and technical documents.

## **Major tasks and responsibilities of position**

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- 2.1 To assist with the compilation and to timeously submit registration application dossiers in compliance with statutory requirements of the regulatory authorities in Sub-Saharan Africa and inform relevant Marketing, Business Managers and Logistic colleagues of submissions and approvals.
- 2.2 Assist with providing technical support to Sales and Marketing Team with required data and documents.
- 2.3 Assist with technical queries, answering customer calls, gathering technical information related to technical enquiries
- 2.4 Assist with preparing new labels for registration purposes and ensure that all labels conform to the requirements of the regulatory authorities concerned.
- 2.5 Assist with ensuring that all promotional literature is technically correct and conforms to the destination country's legal requirements.
- 2.6 Assist in maintaining PDRA database and RegPrime of registrations in Sub-Saharan Africa i.e. scanning and filing of all registration documents

## **Qualification**

BSc Degree (Majors: Plant pathology, Entomology, Pharmacy)

## **Duration**

6 months with potential extension to another 6 months