

Production Assistant

We are looking for a skilled, purpose driven Production Assistant to join our Production team in Hellerup, Denmark. Are you ready to take on a dynamic role and join an energetic team?

As a Production Assistant, you will be at the heart of our production operations, engaging in a diverse range of tasks each day. Your role will keep you on your toes — from packaging orders and improving production processes to solving cross-departmental issues and liaising with suppliers. No two days will be the same, promising a stimulating and varied work environment.

Bring your passion for production and your problem-solving skills to the table. You will take on the role as superuser of our production IT systems, including Navision (ERP), Master Control (QMS), and BarTender/PrintStation (label system) ensuring our portfolio of diagnostics and research products and antibodies can reach our customers worldwide and save lives.

Join our dedicated team of four employees and one manager, where respect for each other's knowledge and competencies is paramount.

If you are ready to bring your enthusiasm and can-do attitude to BioPorto's Production team, we are eager to hear from you!

About us

BioPorto is an in vitro diagnostics company that provides tests and antibodies to clinicians and researchers around the world. We use our antibody and assay expertise to transform novel research tools into clinically actionable biomarkers that can make a difference in patients' lives. BioPorto is headquartered in Hellerup, Denmark and is listed on the NASDAQ Copenhagen stock exchange.

Our people

We are approximately 45 dedicated employees globally, most of whom work in Hellerup. Our organization can be characterized as energetic, passionate, and committed to providing a supportive work environment. We have a roll-up-your-sleeves attitude, where we help each other achieve our common goal and have successfully launched an FDA-approved NGAL test in the US market. If you wish to be part of our organization, we are eager to hear from you.

Key responsibilities

- Responsible for and hands-on in the packaging process to ensure timely delivery of all products globally.
- Updating the packaging process and procedures to accurately reflect production processes.
- Completing Master Control setup/documentation in Production to be audit ready.
- Management of templates for labels, IFUs, etc.
- Reviewing batch documentation.
- Providing input to Production Processes Optimization.
- Troubleshooting and investigating production issues.
- Systems in production (e.g., Master Control, Navision, Bartender etc.).

Your qualifications

- B.SC. or higher, preferably with experience working in a GMP environment or similar relevant experience.
- Fluent in reading, speaking, and writing in English.
- Experience and interest in IT systems.
- Team player who will go the extra mile to help a colleague.
- High level of flexibility – you will be part of the R&D/Production on-call schedule for alarms that also applies during public holidays and weekends.
- Knowledge of GMP is an advantage, but not a requirement.
- Understanding of production in a laboratory environment is an advantage.
- Knowledge of Navision, MasterControl and/or BarTender/PrintStation is an advantage, or you will be trained.
- Knowledge/interest in buffer preparation and antibody production and purification will be a plus.

Our offer

We offer you an exciting and varied job, with great opportunities for personal and professional development, a wide range of professional, social and financial employee benefits in addition to an exciting and dynamic position. You will work in a small and informal team, with interface to other departments (Sales, R&D, etc.), where your expertise and opinion will be valued.

Additional information

If you have any questions, please contact the Production Director, Thomas Stoico Arvedsen (tsa@bioporto.com; +45 5167 6178).

Please upload your application and CV in English using the Jobindex QuickApply.

Your application will be treated with confidentiality.

Interviews will be performed in parallel to the application period. We reserve the right to proceed with the employment process if the right candidate is identified during this period.

BioPorto provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

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.