

## Royal Society of Biology Eligibility for Qualified Persons Assessor Panel Vacancies

The Royal Society of Biology has vacancies for new Assessors to join its Eligibility for Qualified Persons Panel.

As a Royal Society of Biology QP assessor, you will be assessing applicants' of eligibility and knowledge of the QP study guide. You will also be providing support to the panel on pharmaceutical microbiology, so evidence of experience in this discipline will be expected.

To be eligible to apply, you must be a member of the Royal Society of Biology at MRSB or FRSB level and have achieved QP eligibility through the permanent provisions of the EC directives 2001/82 and 2001/83 or 2001/20. In addition, you should have extensive experience acting as a Qualified Person and typically, you should be named on a current license as a Qualified Person.

The successful applicants will possess good interpersonal and communication skills, along with a strong interviewing technique and a thorough understanding of the assessment procedure and its purpose.

Applicants must be able to make the necessary time commitment in order to review applications, prepare appropriate questions pre-interview, liaise with other assessors and attend meetings and Interviews. Interviews are taking place virtually on Zoom during the COVID-19 pandemic. This time commitment is estimated to be 4-6 days per year, usually comprising 2 days spent on QP application, 2 days for assessment interviews and 2 days for assessor meeting/training days.

To apply, please prepare a cover letter detailing why you want to become an assessor and what particular expertise you would bring to the Panel. When selecting candidate's for interview, the Panel will take into account its current balance and future requirements with regards to Assessors' dosage form experience and employment history. Applicants should email the finished cover letter along with their curriculum vitae and details of 2 referees familiar with your work, to the Royal Society of Biology QP Officer by Thursday 30<sup>th</sup> September 2021.

Short-listed candidates will be invited to attend an initial telephone interview and, if successful, this will be followed by a virtual Introduction Day where you will learn more about the role and undergo a final interview by members of the RSB QP assessment panel. The successful applicants will be invited to join the Panel for a training period where they will observe 2 QP applicant interviews. Applicants who successfully complete this probationary period will commence a 5-year membership of the Panel, with a possible extension for a further 2-3 years.

The position is a voluntary one and no remuneration is associated with the role. However, reasonable traveling expenses incurred while carrying out Assessor duties will be reimbursed.

If you wish to informally discuss the position before applying, please email [gp@rsb.org.uk](mailto:gp@rsb.org.uk).

**Rosie Wakeham**  
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