

LOCAL JOB DESCRIPTION			
<b>Company</b>	AstraZeneca		
<b>Job Title</b>	PET Formulation - Process Engineering Co-Op		
<b>Job Location</b>	Mt Vernon, IN, USA		
<b>Reports To</b>	PET Formulation – Engineering Director		
<b>Function</b>	Operations	<b>Group</b>	Formulation PET

Brief Job Description
The PET Formulation - Process Engineering Co-Op is responsible for providing technical support for process manufacturing, including investigation and correction of process-related problems and deviations from standards.

Job Responsibilities (to include key result areas, specific accountabilities, tasks, etc.)
<p><i>In addition to the general description of the parent profile role for this job function, the following summarize key result areas, specific accountabilities and/or tasks, etc. associated with this job title:</i></p> <ul style="list-style-type: none"> <li>▪ Provides technical support for Formulation areas, including investigation and correction of process-related problems and deviations from standards.</li> <li>▪ Responsible for identifying and executing projects to reduce product cost, improve product quality, improve yield, and reduce material usage.</li> <li>▪ Collaborates with Production, Engineering, Automation, and Quality to optimize productivity, yield, product quality, and supply reliability.</li> <li>▪ Designs and executes process and cleaning qualifications and validations.</li> <li>▪ Initiates Formulation area change proposals as required for projects managed by the Process Engineering group.</li> <li>▪ Updates, reviews, and approves area procedures to ensure correct content and compliance with Good Manufacturing Practices.</li> <li>▪ Authors, reviews, and approves Formulation master batch records.</li> <li>▪ Assists as a subject matter expert for technical projects affecting Formulation during internal audits and regulatory inspections.</li> <li>▪ Supports technical transfer and implementation of new technologies, equipment, and processes from R&amp;D and other sites, to the Mount Vernon site.</li> </ul> <p><i>The incumbent is not necessarily performing all the Major Responsibilities of the role immediately. The incumbent may begin by specializing in one or more of these responsibilities whilst working to develop a solid knowledge of the process being supported and applicable cGMPs. Over time the incumbent will be expected to obtain the necessary training to become skilled in all major responsibilities of the role.</i></p>

Typical Accountabilities (per AstraZeneca framework and regulatory expectations):
<ul style="list-style-type: none"> <li>▪ Conduct activities and interactions consistent with AstraZeneca Company values and in compliance with the Code of Ethics and supporting Policies and Standards relevant to your role. Complete all required training on the AZ Code of Ethics and supporting Policies and Standards on time. Report potential issues of non-compliance.</li> <li>▪ Ensures compliance with AZ Corporate Policies and Directives, site Standard Operating Procedures, site policies, work instructions, regulatory requirements, and industry best practice (cGMPs, GAMP, ITIL, PMI).</li> <li>▪ Maintains a safe work environment and performs work in accordance with site, Safety, Health, and Environment (SHE) policies and procedures.</li> <li>▪ Immediately report potential unsafe conditions to management.</li> <li>▪ Supports internal, external, and regulatory inspections including FDA, EMEA, and third-party inspections</li> <li>▪ Participates in the investigation and resolution of product quality problems.</li> <li>▪ Executes work in compliance with cGMPs, site policies, work instructions, and SOPs.</li> </ul>

<b>Values and Capabilities</b> (Please refer to the AZ Intranet HR Site or 'My Learning Zone' for current information)	
<ul style="list-style-type: none"> <li>▪ <b>AZ Values</b> provide an anchor point as we work together to transform our business and create the culture required to deliver on our strategy.</li> <li>▪ <b>Core Capabilities</b> are globally defined, but <u>only apply</u> to those functions that have chosen to use them in their professional capability frameworks.</li> <li>▪ <b>Professional or Technical</b> Capabilities are defined by specific business areas but <u>only apply</u> to those functions that have chosen to use them in their professional capability frameworks.</li> </ul>	

<b>Typical People Management Responsibility</b> (direct/indirect reports)	<input type="text" value="0"/>	Approximate number of people managed in total (all levels)
	<input checked="" type="checkbox"/>	Matrix Manager – (projects/dotted line)
	<input type="checkbox"/>	Manager of a team
	<input type="checkbox"/>	Grandfather (manager of a manager)

<b>What is the global remit? (how many countries will the role operate in?)</b>	Operates in:	
	<input checked="" type="checkbox"/>	Own country
	<input type="checkbox"/>	Another country
	<input type="checkbox"/>	2 or 3 countries at a minimum of 40% of time
	<input type="checkbox"/>	4 or more countries at a minimum of 40% of time
	<input type="checkbox"/>	Remit which covers all AstraZeneca countries
	<input type="text"/>	% of approximate travel

<b>Education, Qualifications, Skills and Experience</b>	
Essential	Desirable
<ul style="list-style-type: none"> <li>▪ Working towards a Bachelor's degree, preferably in Pharmaceutical Science, Chemical Engineering, or other related technical discipline.</li> <li>▪ Strong understanding of cGMPs, demonstrated leadership, management, and technical capabilities.</li> <li>▪ Excellent verbal, written, and interpersonal communication skills are essential.</li> <li>▪ Must have demonstrated ability to plan, implement, and achieve significant, complex goals and objectives.</li> <li>▪ Demonstrated ability to organize and implement projects that improve the operational effectiveness of process manufacturing.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Working towards a Master's degree or Ph.D in Pharmaceutical Science, Chemical Engineering, or other related technical discipline</li> <li>▪ Experience with IQ/OQ/PQ and Lean Manufacturing is highly desirable. Six Sigma certification is preferred.</li> </ul>

<b>Key Relationships to reach solutions</b>	
Internal (to AZ or team)	External (to AZ)
Formulations, Packing, Validation, Engineering, Automation, Quality Assurance/Quality Control, SHE, Operational Excellence, R&D, Product Champions within GTS	Third Party Vendors, Regulatory Agencies, Equipment Vendors, Professional Organization Members (ASQ and/or ISPE, etc.).

## ASTRAZENECA PHYSICAL AND MENTAL REQUIREMENTS CHECKLIST

The following is a checklist of a number of the principal physical and mental requirements of a position with AstraZeneca. This document is intended to accompany, and should be read in conjunction with, the job description for the position. This is not intended as an exclusive list of essential functions for the position. Certain general requirements and functions – such as regular and predictable attendance at work and working cooperatively with co-workers – apply to all positions at AstraZeneca and are not specifically listed here.

Job Title PET Formulation - Process Engineering Co-Op  
 Department/Process Area PET

Please indicate, by putting an X on the line, the requirements of the job listed above. Do not mark a line that does not apply.

Physical and Mental Requirements	Frequency (% of time)		
	Frequent (60-100%)	Occasional (20-60%)	Infrequent (<20%)
<input checked="" type="checkbox"/> Lifting/Carrying <u>50</u> lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Working at Heights <u>10</u> ft.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Sitting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Standing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Walking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Bending	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Stooping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Twisting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Reaching	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Repetitive Motion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Noise Exposure	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Operating Vehicles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Operating Moving Machinery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Chemical Usage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Travelling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Speaking publicly	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Monitoring other people's work	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Wear personal protective equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please describe the above and/or any other physical or mental requirements  
 The role requires working in a packaging environment as well as in an office. Repetitive Motion activities involves typing only.

Questions:

Does the job require:  
 Specific visual skills, e.g., extensive reading, VDT use or normal color vision, depth perception, visual acuity?  
 Specific hearing requirements?  
 Please describe \_\_\_\_\_

Are there any unusual aspects of the facility, e.g., multi story/no elevator, outdoor work, particularly noisy environment, at which the position would be performed?

Yes  No

Please describe Office area on second floor with only stair access/no elevator.