



Securecell is a Swiss technology company at the intersection of biotechnology, engineering, and healthcare. For more than three decades, we have been developing innovative solutions that help advance scientific discoveries and improve people's lives. Combining deep expertise in bioprocess control with a strong culture of innovation, we collaborate across disciplines to transform complex challenges into practical technologies that create real-world impact.

Continuing steadily on our sustainable innovation path and growth journey, we are looking for a

QUALITY SPECIALIST (60-100%)

for our Quality Assurance & Regulatory Affairs team

THE OPPORTUNITY

This is more than just a job. It is an opportunity to contribute to technologies that support groundbreaking scientific discoveries and help shape the future of biotechnology and healthcare.

As a Quality Specialist, you will play a key role in ensuring the quality, compliance, traceability, and accessibility of documentation and quality records supporting innovative biotechnology and medical technology products throughout their lifecycle. Working closely with colleagues across Engineering, Operations, and Project Management, you will help maintain the highest quality standards while supporting the successful delivery of products and solutions to customers worldwide.

Whether you are improving existing technologies, driving innovation, or solving complex technical challenges, your contributions will have a direct impact on our success and future growth.

You will be part of our Quality Assurance & Regulatory Affairs team and be responsible for the creation, maintenance, control, and continuous improvement of quality and project documentation. In this role, you will oversee document control activities, support quality inspections and, coordinate quality records, and contribute to the ongoing development and effectiveness of our Quality Management System.

WHAT YOU WILL DO

- Organize, coordinate, and manage project-related documentation throughout its lifecycle, including review, release, publication, and archiving
- Perform Incoming Quality Inspections, in-process controls, and Factory Acceptance Tests (FAT) according to approved procedures and specifications
- Create, review, and maintain Quality Management System (QMS) documentation and project-specific quality records
- Gather, compile, and consolidate technical information by collaborating with cross-functional teams, suppliers, subject matter experts, and external partners
- Support the preparation and maintenance of technical documentation, including work instructions, operating manuals, test plans, reports, and technical files
- Ensure project and quality documentation is accurate, compliant, and readily retrievable in both electronic and paper formats
- Contribute to the continuous improvement of documentation processes, tools, and quality-related practices
- Proactively communicate potential issues, deviations, and documentation gaps to project leaders and line management
- Provide administrative and documentation support to project and quality teams as required
- Collaborate closely with Production, Project Management, Systems Engineering, and other stakeholders to ensure quality and compliance objectives are achieved
- Support quality assurance activities and continuous improvement initiatives across the organization

WHO YOU ARE

You enjoy solving complex technical challenges and thrive in an environment where electronics, embedded software, sensing technologies, and medical innovation come together. You are proactive, hands-on, and motivated to develop technologies that improve blood parameter monitoring and diabetes care. You are comfortable working under pressure, operating with high visibility toward senior management, and collaborating within cross-functional and agile teams.

YOUR PROFILE

- Bachelor's degree in Engineering, Life Sciences, Biotechnology or a related technical discipline
- Minimum 4 years of professional experience in Quality Assurance, Quality Control, Documentation Control, or Technical Writing within a regulated industry
- Experience working in Biotechnology, Medical Devices, Pharmaceuticals, or other highly regulated environments
- Proven experience creating, reviewing, and maintaining controlled documentation within a QMS environment
- Familiarity with quality inspection activities, in-process controls, and testing documentation
- Strong technical writing and documentation management skills



- Excellent organizational skills with a high level of attention to detail and accuracy
- Strong knowledge of Microsoft Office and modern document management tools
- Ability to work effectively with multidisciplinary teams and manage multiple priorities simultaneously
- Excellent written and spoken English; German is an advantage
- Availability to work primarily on-site to support production, project teams, and quality activities
- Swiss work authorization or eligibility to work in Switzerland
- We accept direct applications only (no agency submissions)

WHAT WILL MAKE YOU SUCCESSFUL

- A passion for quality, accuracy, and well-structured documentation
- A proactive and solution-oriented mindset with a strong sense of ownership
- The ability to work independently while effectively collaborating with diverse stakeholders
- Strong communication skills and confidence interacting across departments and organizational levels
- A highly organized and structured working style with exceptional attention to detail
- An analytical approach to problem-solving and process improvement
- The ability to manage competing priorities and maintain high-quality results under deadlines
- A continuous improvement mindset and willingness to challenge existing practices constructively
- Experience supporting projects traceability
- A collaborative attitude and commitment to helping teams achieve shared goals

WHY YOU'LL LOVE WORKING AT SECURECELL

Make an Impact: Your work contributes to innovative technologies that support scientific progress, improve healthcare outcomes, and help address real-world challenges

Work with Exceptional People: Join a global team of talented scientists, engineers, software developers, and business professionals who are passionate about innovation and collaboration

Grow Your Career: We encourage continuous learning and provide opportunities to develop new skills, expand your expertise, and take on new challenges

Innovate Every Day: Be part of cutting-edge projects and help develop solutions that push the boundaries of biotechnology, automation, and healthcare technology

Take Ownership: We believe great ideas can come from anywhere. You'll enjoy a high level of responsibility, autonomy, and the opportunity to make a visible contribution

Enjoy a Collaborative Culture: Our success is built on teamwork, knowledge sharing, mutual respect, and a genuine passion for solving complex challenges together

Be Part of Our Growth Story: Join a growing Swiss technology company where innovation, entrepreneurship, and long-term thinking are at the core of everything we do

WHAT WE OFFER

With flexible working arrangements, a modern workplace, flat hierarchies, and short decision-making paths, we empower individuals to take ownership, contribute ideas, and make a visible impact. Our culture is built on trust, collaboration, and continuous improvement, allowing every team member to help shape the future of our company and the industries we serve. To complement this, we offer:

- Competitive compensation aligned with your experience and contribution
- Comprehensive benefits package supporting your well-being
- Generous vacation entitlement, flexible working hours, and hybrid or remote work options
- Flexible leave arrangements that support work-life balance
- Learning and development opportunities through training, mentoring, and hands-on experiences
- Opportunities to collaborate with international customers and partners
- Convenient location with direct access to public transport, free indoor parking, complimentary coffee and mineral water
- Private accident insurance and paid time off for new parents
- Employee share purchase programs (availability varies upon eligibility)
- Regular team events and company gatherings that strengthen connections and celebrate success

JOB LOCATION

This position is based at Securecell AG headquarters in Urdorf (Zurich), Switzerland.

INTERESTED?

We look forward to learning more about you! Please submit your complete application, including a cover letter, a resume, certificates, and references, through our career portal [at www.securecell.ch/jobs](https://www.securecell.ch/jobs), and share, in 2-3 sentences, what attracted you to our company and this role.