

**Location:** Budapest, Hungary (Headquarters' office)

**Employment:** Full-time

**Company profile:** Agrochemical consultancy

**Responsibilities:**

*Successful candidate shall perform day-to-day tasks supporting our client's registrations of crop protection products in focus countries (Russia, Ukraine, Belarus, Moldova, Kazakhstan and EU).*

*This shall include, but won't be limited to:*

- Communication with clients throughout whole process of the registration being coordinator between the customer and our regional offices and our regional registration specialists in Russia, Ukraine, Kazakhstan, Belarus, etc.
- General regulatory affairs project management
- Budgeting for registration projects
- Database management (structuring of information, archiving, data tracking, etc.)
- Communication with partners, suppliers, CROs, local reg. agents and reg. authorities
- Preparation and evaluation of registration documents, building registration dossiers
- Study monitoring and evaluation of study results
- Other various tasks related to the registration of crop protection products

**Requirements:**

- University degree
- Native Russian and fluent English are the must. Hungarian is an asset.
- Good communication, problem-solving and team-player's skills, responsibility and accuracy are required
- Being self-organized and ability to keep deadlines
- Previous work experience in regulatory affairs is a plus

**Salary:**

Competitive, depending on qualifications

**Send your CV and motivation letter to:**

p.tatsiana@polgar-acro.eu