87 MODULAR AVENUE, COMMACK, NY 11725
631-543-3334 - 631-543-3335 –www.geminipharm.com

JOB TITLE: Product Development Specialist

Reports to: Vice President of Scientific Affairs Department: Product Development

Original Date: Sept. 22, 2016

Update Completed on: New

JOB SUMMARY:

Development of solid dose dietary supplement formulations and OTC pharmaceuticals from concept through finished product.

ABOUT Gemini Pharmaceuticals

Gemini Pharmaceuticals Inc, of Commack NY, is a leading contract manufacturer of both dietary supplements and OTC pharmaceuticals. With over 30 years of experience, Gemini is world class manufacturer of solid dosage products with production exceeding 13 billion tablets/ capsules per year. The quality of the operation has been recognized by the achievement of both NSF and TGA registrations and a Health Canada Site Reference Number. Gemini manufactures products in compliance with both Kosher and Halal requirements.

As a member of the team, you will be at the leading edge of a rapidly growing and profitable industry. Gemini is looking for talented and scientifically oriented people who are attracted to this vision. Our customers demand nothing but the best: team players who are energized by the constantly changing markets we work in and who seek to solve real business problems.

SUPERVISION RECEIVED AND EXERCISED:

Be a forward-thinking individual, possessing exceptional problem solving skills. Strong leadership, interpersonal and influencing skills are required.

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ESSENTIAL FUNCTIONS:

Duties may include, but are not limited to, the following:

- Develop product and ingredient specifications with a good understanding of excipients and their impact on label claims and allergen profiles, potency and performance in manufacturing.
- Skilled in product and formula optimization.
- Direct experience with scale-up, process development and container/closure systems.
- Produce deliverables for assigned projects in a timely manner.
- Applies basic scientific principles, technology and regulatory knowledge with minimal guidance.
- Understands and can create Supplement Facts Panel for proposed products.
- Performs literature searches and extracts relevant information from published sources as needed.
- Demonstrates the ability to interpret outcome of experiments and to propose appropriate follow-up experiments. Work under minimum supervision.
- Communicates own work effectively orally and in writing.
- Execute product development strategies provided by senior personnel, leading to detailed product data and documents within existing templates, processes and in accordance with internal procedures.
- Reports and treats data with a high level of integrity and ethics.
- Thoroughly and accurately documents experimental activities utilizing several computer program tools such as : Excel, Formulation programs as well as Smartsheet and familiarity with MRP/ERP systems
- Review SOP's as they are revised or created.
- Participate as required in product development review meetings.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

- Knowledge of solid dose formulation methodology.
- The ability to manage work in a fast paced, high productivity environment.
- Good written and verbal communication skills.
- Good organizational skills.
- The ability to communicate with a variety of people in a variety of positions.
- The ability to prioritize projects.
- The ability to determine cost effective solutions to problems.
- Strong working skills with most computer software programs

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TRAINING, EDUCATION AND EXPERIENCE:

- B.S., with 2-5+ years' experience or M.S., with 1-2+ years' with focus in life sciences, pharmaceutical sciences or chemistry..
- Hands-on experience in formulation development in dietary supplement, OTC pharmaceuticals and/ or pharmaceuticals.

PHYSICAL, MENTAL AND ENVIRONMENTAL CONDITIONS REQUIRED:

- Must have good communication skills.
- Must be able to lift 30 pounds.
- Must be able to work in a laboratory environment.