



Health Compliance Support

We are an international technical service provider with over 200 technicians delivering services to industry and energy sectors around the world. Our DNA is half-Danish and half-Polish.

Currently we are looking for Health Compliance Support who will be responsible for coordinating COVID-19 testing activities needed in Eryk. The employee will act as a COVID-19 Test Coordinator, providing oversight and response to COVID-19 testing requests and ensuring testing results are relayed back to relevant stakeholders

As a part of our team you will be responsible for:

- Collecting test results and ordering new tests in cooperation with HSEQ manager.
- Ensuring quality and accuracy of testing data.
- Keeping track of the changing regulations in countries where Eryk services are delivered: tracking government pages, reporting on the new regulations to HR & Key Account Department.
- Advising on the technical aspects of testing and troubleshooting challenges to find solutions. Tracking progress of testing requests and tests conducted in the company and identifying issues/barriers to testing.
- Helping on-site employees in identifying testing points addresses abroad.
- Tracking and documenting quantity of tests assigned to the specific project.
- Communication with relevant Departments within the company to ensure seamless integration of activities.

You are a perfect candidate if you:

- Are very good in English, spoken and written,
- Have a good excel skills,
- Are well-organized,
- Are determined and responsive,
- Have an excellent communication skills,
- Have an availability to collect data,
- Have an ability to work under time pressure,
- Have a goal-oriented approach.

We offer:

- Employment contract,
- Exciting job in a respected, well-run company, where your opinion matters and standards are high,
- Private medical care for you and your family after 6 months of employment,
- Professional training and courses financed by the company,
- Friendly atmosphere in a well-organized, ergonomic and a pleasant office in the smartest building in Szczecin right next to Brama Portowa.

If you are interested in this position, please send us your application (CV + cover letter + relevant references and documentation for education in one PDF file) in an email to job@eryk.com and mark it "Health Compliance Support". We reserve the right to contact only selected candidates.



Please include: „I hereby consent to processing of my personal data included in my job application for the needs of the current and future recruitment processes (according to the Personal Data Protection Act of 29.08.1997, Dz.U. No. 133 item 883)“ Providing personal data in a CV is voluntary but necessary for the recruitment process. Personal data will be processed pursuant to Article 6 para. 1-point a and c of the general regulation on the protection of personal data of April 27, 2016. At any time, you can withdraw your consent by contacting us at hr@eryk.com. The administrator of personal data is BIC Electric Sp. Z o.o. with headquarters in Szczecin, ul. Brama Portowa 1, 70-225. Personal data will be processed until the completion of recruitment, but no longer than three months from the date of recruitment completion. Please include: „I hereby consent to processing of my personal data included in my job application for the needs of the current and future recruitment processes (according to the Personal Data Protection Act of 29.08.1997, Dz.U. No. 133 item 883)“