



Technical Writer

Location: Rockville, MD [100% on-site]

Type: Full-time

On Demand Pharmaceuticals (ODP) is changing the way we make and distribute medicines—by providing them to everyone, everywhere, every time. ODP is creating innovative manufacturing platforms to enable our vision to produce critical medicines at the point of care and to secure the pharmaceuticals supply chain. As a young organization, ODP offers an exciting opportunity for passionate scientists and engineers to make a difference in the world while developing career paths for advancement. ODP is seeking a Technical Writer to support the development of our next generation medicine manufacturing platforms.

Responsibilities:

- Author, review and revise technical documents including standard operating procedures, batch records, testing/sampling protocols and reports.
- Conduct data gathering, monitoring, trending, and data presentation as needed to support manufacturing operations
- Support investigations, root cause analysis, impact assessments and corrective / preventative actions (CAPA).
- Analyze information required for the development or update of procedures and supporting documentation
- Observe and developmental activities to understand detailed operating procedures and methods to create effective manufacturing documents
- Increase understanding of production processes and methods by working with cross functional team members, including Quality, Engineering, Validation, and Development personnel
- Work with external team members and subject-matter experts to drive continuous improvement
- Support development, tech transfer and manufacturing support as needed

Minimum hiring standards:

- Associates degree in science or a related field
- 2+ years of pharmaceutical experience
- 3+ years related experience, or equivalent combination of education and experience
- Experience with the following:
 - Standard Operating Procedures
 - Batch Records
 - Validations Reports
 - Protocol Generation
 - Training Presentations
- Excellent verbal and proven technical written communication skills
- Able to handle multiple high priority documents/projects simultaneously



- Able to interact effectively at various levels within the organization, with our customers and other external contacts
- Able to work both independently and collaboratively with little supervision
- Fluent in MS Office and familiar with CMC documentation
- Willingness to take on new challenges

Preferred Qualifications:

- Bachelor's degree in science or a related field

COVID-19 Vaccination Policy: With limited exceptions, up to date COVID-19 vaccinations are required for all ODP employees who work on-site at our headquarters. Employees must present proof of full vaccination (ex. CDC card) or submit exemption requests to the Director of People Operations before their start date. Exceptions to the policy are available only for those who need an accommodation for a qualifying medical reason or sincerely held religious belief or practice.

[Please click here to submit an application for this position.](#)

On Demand Pharmaceuticals is an equal opportunity employer. On Demand Pharmaceuticals does not discriminate in employment with regard to race, color, religion, national origin, citizenship status, ancestry, age, sex, sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service or any other characteristic protected by law.