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## **QUALITY AND REGULATORY AFFAIRS ASSISTANT (APPRENTICESHIP)**

### **Why join us?**

SURGAR is a fast-growing startup working on the development of augmented reality software for minimally invasive laparoscopic surgery. SURGAR has won several innovation awards (i-Lab 2019 and i-Nov 2024) and national and international calls for projects. It benefits from a strong partnership with an internationally recognized surgical department and a leading computer vision laboratory. Our software is based on cutting-edge technology designed to improve the safety, accuracy, and efficiency of the surgical procedure. We are a deeptech startup based on over 15 years of fundamental and clinical research. On our website, you will discover the performance of our software ([www.surgar-surgery.com](http://www.surgar-surgery.com)). We are creating a technology that is changing surgeons' practices.

We attach great importance to the well-being of our employees, and to respect our corporate values: excellence, innovation and customer satisfaction. SURGAR is based in Clermont-Ferrand, where the quality of life is excellent!

### **The job**

Under the responsibility of the Chief Quality and Regulatory Affairs Officer and with the support of the Regulatory Affairs & Quality Officer, you will:

- Prepare the technical documentation of medical device software according to the Regulation (EU) 2017/745
- Assist the regulatory monitoring and perform gap assessments
- Participation in the production of post-market monitoring reports
- Participation in updating risk analyses
- Participate in change management
- Implement validated improvement actions
- Participate in the management of non-conformities
- Updating procedures in accordance with regulations
- Collaborate with other departments in product development projects
- Assist the Regulatory Affairs & Quality Officer in common tasks

This list of missions may be adapted during the internship.

## You

### **Education and experience:**

- Master 2 or engineering school, specializing in Regulatory Affairs of Medical Devices.

### **Technical skills:**

- Knowledge in MDR 2017/745
- Knowledge in ISO 13485
- Good writing in English

### **Soft skills:**

- Rigor,
- Open Mindedness,
- Communication skills and team spirit,
- Adaptability and reliability,
- Organization

### **Terms and conditions:**

Workplace : Turing 22 - La Pardieu - Clermont-Ferrand

Contact: [recruitment@surgar-surgery.com](mailto:recruitment@surgar-surgery.com)

1 year contract