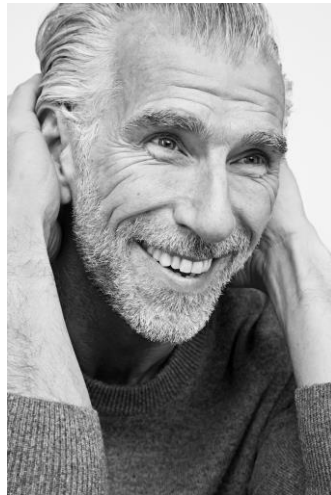


## Smart choices for everyday healthcare

Karo Pharma offers a portfolio of everyday healthcare products and services that help prevent illness and treat health problems. With a wide range of trusted, documented, and original brands, backed by services for partners, customers, and consumers, we provide people with the options, knowledge, and access they need to stay healthy. We call it smart choices for everyday healthcare. We specialize in seven product categories: skin health, intimate health, digestive health, foot health, wellness, pain, cough and cold and specialty products such as Rx pharma care. Across these categories we own a range of differentiated brands in both prescription drugs (Rx) and consumer products (OTC).

Karo Pharma's products and services are present in over 60 countries with own subsidiaries in over 11 European countries. Karo Pharma has a revenue of SEK 2,9 bn in 2020, is headquartered in Stockholm and listed on NASDAQ First North Growth.



## Business Organisation Associate

📍 Stockholm (Sweden)

### Roles & Responsibilities:

- Registration of product data official registers to secure availability in SE market (for pharmacies, retail, and mass market etc.).
- Maintenance of product master data in internal and external systems.
- Owner of launch processes assuring deadlines are met and all parts of information and documents needed are provided.
- Monitoring new requirements for standards needed for launching new products in market.
- Part of both the Brand and Sales team as well as an important stakeholder towards internal operations, supply, and regulatory departments.
- Working closely with operations/Supply monitoring stock situations....
- Being first point of contact for external warehouse participating in follow up meeting assuring specific stock situations is monitored
- Handling of new customer enquiries
- Responsible for updates and maintenance in sales support systems submitted from the territory sales managers

- Co-operation locally with all functions and internationally with central functions
- Responsible for some service providers and admin functions.

**Qualifications and education:**

- Experience with supply and logistics, or account management and sales
- Attention to details, as well as administration excellence
- Experience working in FMCG, Pharmacy/Consumer health
- Advanced Excel skills
- Knowledge in registration of product information in CRM systems is beneficial, for example, Prevas GSM or equivalent.
- Experience with IFS or other IPR systems is nice to have
- Fluent spoken and written English and Swedish languages

**Personal Profile:**

- Genuine interest in people and service
- Sees possibilities to development and strives to improve and effectuate the way of working and make it more efficient
- Likes to be centre of the web and are not afraid of reaching out to get answers
- Strong communicator
- Problem solving mind set
- Show strong evidence of our Karo values

**We offer:**

- Opportunity to create, grow, and encourage
- Apart from a competitive salary pack, there are lots of growth opportunities to meet your personal ambitions
- Flexible schedule and life work balance
- Responsibility for exciting and challenging projects that have a direct, visible impact on our customers and the industry
- Very positive work environment in a young, international, and motivated team

*Karo Pharma has a Diverse & Inclusive environment. We are looking for qualified candidates irrespective of gender, gender identity, sexual orientation, ethnicity, race, religion, national origin, disability or age.*