

## Regulatory Affairs Coordinator (m/v/x)

CEPE, the European Association of producers of Paints, Printing Inks and Artists colours is recruiting an **Regulatory Affairs Coordinator, for its head office in Brussels**. CEPE represents about 800 member companies across Europe with 100,000 direct employees predominantly working in small and medium sized companies (SME).

More info on [www.cepe.org](http://www.cepe.org)

### Job responsibilities

As a Regulatory Affairs Coordinator you will be working in a small team reporting directly to the Technical and Regulatory Affairs Director and Managing Director. Your tasks will consist in (not exclusively):

- Follow regulatory developments and implementation of product policy : REACH and CLP (follow up legislation, registration dossiers, safety data sheets, endocrine disruptors, polymers, ...), BPR legislation, development of training on diisocyanates, microplastics, Nano, IAQ , Poison centres and the Chemicals Strategy for Sustainability.
- Develop positions of the coatings and inks sector on relevant issues. This includes the drafting of position papers, technical notes, updates, presentations, responding to public consultations.
- Managing several technical working groups (printing inks, sustainability, regulatory update,...). This task includes drawing up agenda, preparing the technical aspects of the meeting, drafting the minutes, follow-up on decisions.
- Acting as point of contact and liaison for company members and national associations.
- Representing the sector in external meetings (both Belgian, European and international).
- Strengthening and maintaining relevant contacts with representatives of Belgian and European Institutions and stakeholders.

### Profile

- Scientific background (a must) in chemistry or natural sciences
- At least 5 years work experience preferably in regulatory affairs and or data gathering
- Previous experience dealing with safety, health and environmental issues preferably within an industry or trade association that is related to chemical mixtures like paint or printing ink or similar. Experience in the field of sustainability (implementation at Belgian national level) is a plus.
- Fluent in English and French or Dutch
- Diplomatic
- Stress resistant
- Willing to travel
- Client oriented
- Charismatic / dynamic

### We offer:

- A competitive salary and fringe benefits (pension scheme, health insurance, meal vouchers....) commensurate with work experience
- Possibility of home working up to 3 days a week



Please send your application letter and CV by **10<sup>th</sup> of March** to: [c.davidson@cepe.org](mailto:c.davidson@cepe.org)

Your application will be handled with the utmost confidentiality. Only short-listed candidates will be contacted.

Start date: ASAP