

## Compliance Representative

Maks Pharma & Diagnostics is seeking a Compliance Representative. Responsibilities include maintaining, updating and verification of licensing, both customer and company. Creating and maintaining Vendor accounts. Communication with customers, and external partners.

### Required

- High School Diploma/GED
- Ability to use confidential information in a professional manner
- Proficiency with Microsoft Office (Excel, Word, Outlook) and intranet/internet

### Preferred

- Accuracy and attention to detail
- Excellent internal and external customer service skills

### **Competitive salary and benefits include:**

- Hourly Rate
- Health/Dental/Vision insurance

Qualified applicants email your resume to: [avaldez@makspharma.com](mailto:avaldez@makspharma.com)

To learn more about Maks Pharma & Diagnostics visit our website at: [www.makspharma.com](http://www.makspharma.com)

*Equal Employment Opportunity/Affirmative Action/Veteran/Disability Employer*