



MICHAEL ANDERSON

Regulatory Affairs Specialist

Detail-oriented Chemical Compliance Engineer with 7 years of experience in the cosmetics industry, focusing on regulatory compliance and product safety. Proficient in developing and implementing compliance strategies that ensure adherence to FDA and EU regulations. Strong background in conducting product safety assessments and managing documentation for regulatory submissions. Skilled in collaborating with R&D to ensure new products meet safety standards before market launch.

CONTACT

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- San Francisco, CA

EDUCATION

Bachelor of Science in Cosmetic Science

Fashion Institute
2013

SKILLS

- Regulatory Compliance
- Product Safety
- Documentation Management
- Risk Assessment
- Training Development
- Audit Management

LANGUAGES

- English
- Spanish
- French

WORK EXPERIENCE

Regulatory Affairs Specialist

2020-2023

BeautyCare Corp.

- Managed regulatory submissions for new cosmetic products to ensure compliance with FDA regulations.
- Conducted safety assessments of raw materials and finished products.
- Developed compliance documentation and maintained records for audits.
- Collaborated with marketing teams to ensure accurate product labeling.
- Trained staff on regulatory compliance and product safety standards.
- Improved regulatory submission timelines by 30% through process optimization.

Compliance Analyst

2019-2020

Cosmetic Innovations

- Assisted in the development of product safety protocols and compliance strategies.
- Conducted internal audits to ensure adherence to regulatory requirements.
- Maintained up-to-date knowledge of cosmetic regulations and industry trends.
- Engaged with suppliers to ensure compliance with ingredient safety standards.
- Prepared detailed reports on compliance status for management review.
- Achieved a 25% increase in compliance efficiency during audits through improved documentation practices.

ACHIEVEMENTS

- Successfully led a project that resulted in zero non-compliance incidents during audits for three years.
- Received the Product Safety Award for contributions to compliance initiatives.
- Played a key role in developing a new product line that met all safety regulations on first submission.