

# MICHAEL ANDERSON

Regulatory Affairs Coordinator

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Expert regulatory affairs analyst with a focus on the nutraceutical sector, possessing over 5 years of experience in product compliance and regulatory strategy. Adept at interpreting complex regulations and translating them into actionable compliance plans. Proven ability to work with cross-functional teams to ensure the successful launch of dietary supplements and functional foods.

## WORK EXPERIENCE

### Regulatory Affairs Coordinator | NutraLife Corp.

Jan 2022 – Present

- Coordinated regulatory submissions for dietary supplements and functional foods.
- Reviewed product formulations for compliance with FDA and FTC regulations.
- Conducted market research to inform regulatory strategy and product claims.
- Collaborated with marketing teams to ensure compliance with advertising regulations.
- Maintained regulatory documentation and submissions for internal records.
- Participated in regulatory meetings to discuss compliance issues and strategies.

### Regulatory Affairs Assistant | Wellness Solutions LLC

Jul 2019 – Dec 2021

- Assisted in the preparation of regulatory submissions for nutraceutical products.
- Monitored changes in regulations affecting the nutraceutical industry.
- Reviewed product labels and marketing materials for compliance.
- Engaged with regulatory agencies to address compliance inquiries.
- Conducted training sessions on nutraceutical regulations for internal teams.
- Supported post-market surveillance to ensure ongoing product safety.

## SKILLS

Nutraceutical Regulations

Compliance Assessment

Risk Management

Product Safety

Regulatory Documentation

Stakeholder Engagement

## EDUCATION

### Bachelor of Science in Nutrition

University of California

Davis

## ACHIEVEMENTS

- Successfully facilitated the approval of over 20 nutraceutical products in compliance with regulatory standards.
- Recognized for contributions to improving compliance processes within the organization.
- Implemented a training program that increased team compliance knowledge by 30%.

## LANGUAGES

English

Spanish

French