

# Supervisor, Manufacturing Downstream Drug Product

Job ID  
REQ-10012382  
Jun 25, 2024  
USA

## Summary

The Supervisor, Manufacturing is responsible for organizing, managing, and continuously improving the manufacturing operations and process at a manufacturing site. Novartis is not offering relocation for this position. Only apply if you have access to this site. This is a 2-2-3 rotation 6a-6p.

## About the Role

Responsibilities:

- Produces clinical and commercial material on an annual basis that meets the site strategic objects and is compliant with cGMPs and safety regulations.
- Point person on shift to assign/distribute the work and coordinate emergency situations.
- Leads investigations related to the manufacturing process. Author deviations, non-conformances, and CAPAs as required.
- Partner with Quality to address these issues effectively and compliantly.
- Ensures documentation (batch records and SOPs) are accurate and updated as required.
- Ensures accurate, safe, environmentally responsible, and quality compliant operations of the manufacturing process.
- Demonstrates an appropriate level of understanding of the operations performed in the production unit.
- Identifies and implements continuous improvement opportunities.
- Exhibits safety leadership by example (e.g., utilize proper PPE when performing job functions).
- Leads and mentors staff, writes performance reviews and annual goals, holds one-on-ones, and handles HR related matters.

Requirements:

Bachelor's of Science Degree in Biology, Chemistry, Biotechnology or applicable field with 5 years' experience in cGMP experience in biologics, pharmaceutical and/or vaccine manufacturing operations, including experience in cell culture, recovery, purification, bulk formulation and/or fill finish environment;

OR

Bachelors' degree in Biology, Chemistry, Biotechnology or applicable field with 3 year experience in the manufacture of Novartis Gene Therapies product;

OR

Seven (7) years' experience in cGMP experience in biologics, pharmaceutical and/or vaccine manufacturing operations, including experience in cell culture, recovery, purification, bulk formulation and/or fill finish environment in lieu of degree.

- Solid knowledge of FDA regulations and GMP systems.
- Excellent oral and written communication skills.
- Strong technical writing ability.
- Project management skill set with experience in strategic/tactical planning, team building, and meeting budgets.
- Experience with viral manufacturing and transfection a plus.
- Previous supervisory experience and demonstrated ability to lead a team preferred.
- Must be able to lift over 35lbs.

Why Novartis: Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here:

<https://www.novartis.com/about/strategy/people-and-culture>.

The pay range for this position at commencement of employment is expected to be between \$88,000 and \$132,000 annual; however, base pay offered may vary depending on multiple individualized factors, including market location, job-related knowledge, skills, and experience. The total compensation package for this position may also include other elements, including a sign-on bonus, restricted stock units, and discretionary awards in addition to a full range of medical, financial, and/or other benefits (including 401(k) eligibility and various paid time off benefits, such as vacation, sick time, and parental leave), dependent on the position offered. Details of participation in these benefit plans will be provided if an employee receives an offer of employment. If hired, employee will be in an "at-will position" and the Company reserves the right to modify base salary (as well as any other discretionary payment or compensation program) at any time, including for reasons related to individual performance, Company or individual department/team performance, and market factors. You can find everything you need to know about our benefits and rewards in the Novartis Life

Handbook. <https://www.novartis.com/careers/benefits-rewards>

**Why Novartis:** Helping people with disease and their families takes more than innovative science. It takes a community of smart, passionate people like you. Collaborating, supporting and inspiring each other. Combining to achieve breakthroughs that change patients' lives. Ready to create a brighter future together? <https://www.novartis.com/about/strategy/people-and-culture>

**Join our Novartis Network:** Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <https://talentnetwork.novartis.com/network>

#### **EEO Statement:**

The Novartis Group of Companies are Equal Opportunity Employers and take pride in maintaining a diverse environment. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, gender, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status. We are committed to building diverse teams, representative of the patients and communities we serve, and we strive to create an

inclusive workplace that cultivates bold innovation through collaboration and empowers our people to unleash their full potential.

## Accessibility & Reasonable Accommodations

The Novartis Group of Companies are committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the application process, or to perform the essential functions of a position, please send an e-mail to [us.reasonableaccommodations@novartis.com](mailto:us.reasonableaccommodations@novartis.com) or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Division

Operations

Business Unit

Innovative Medicines

Location

USA

Site

Durham

Company / Legal Entity

U473 (FCRS = US473) Novartis Gene Therapies

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

Shift Work

No

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