NOVARTIS

Supervisor, Manufacturing Support

Job ID
REQ-10018458
Aug 13, 2024
USA

Summary

The Manufacturing Support Supervisor is responsible for the Work Cell daily operations, specifically to direct and manage operations related to the dispensary area responsibilities, inventory management, Apheresis Receipt, Final Product Packaging (FPP), Dispensary, Parts Prep, Document Issuance and other duties required to support the core functions. The supervisor ensures the schedule adherence of value stream support tasks with a focus on safety, high quality, compliance, efficiency, and in a cost effective manner.

About the Role

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Location: Morris Plains, NJ, # LI-Onsite

Shift: 2nd shift, Sun- Thu

Key Responsibilities:

- Ensures the Work Cell achieves targets for Quality, Safety and Productivity
- Lead and facilitate daily Work Cell meeting
- Administering schedule and personnel adjustments as necessary to properly staff the Dispensary, Document Issuance and APH/Pack processes across all shifts
- Maintains an “audit ready” areas. Assist with internal pre-audits walkthroughs, CGMP housekeeping and general organization and upkeep of manufacturing spaces
- Maintains a controlled inventory by ensuring all manufacturing Associates understand impact of material accuracy and leading monthly cycle counts to reconcile potential issues
- Maintaining a daily physical presence with direct reports on and off the shop floor to supervise, coach, and support while ensuring Associates are demonstrating the proper GMP behaviors
- Responsible for successful on time completion of required training curriculum comprising of the necessary Global Operating Procedures (GOPs), Standard Operating Procedures (SOPs) of his/her team
- Adhere to all SOPs, cGMPs, and safety rules and regulations and ensure Associates are executing tasks per approved policies and applicable procedures
- Possesses basic technical knowledge and background for value stream support related responsibilities

(kitting, materials management, material flow, Apheresis receipt, and FPP)
- Proficient in the use of production related IT systems such as SAP, LIMS, MES, Cell Chain, ESOPs, AGILE, 1QEM
- Coordinate, monitor, and improve production process in conjunction with Manufacturing Team and Operational Excellence Program (OpEx)
- Supports quality events to facilitate fast and robust resolutions, and in accordance with set due dates

Essential Requirements:

- Bachelors' Degree, preferably in life sciences, chemistry, or related relevant degree preferred. In lieu of degree, at least 4 years of equivalent experience in pharma manufacturing operations considered.
- Minimum of 2 years of cGMP manufacturing experience required, with supply chain or logistics experience highly desirable
- At least 1 year of lead/supervisor experience preferred
- Proven process understanding (Pharma, GMP, Regulatory aspects).
- Project management, Operational Excellence, Product/Process Development or Regulatory experience a plus

The pay range for this position at commencement of employment is expected to be between $88,000 and $132,000 per year; 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’ll receive: 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

Commitment to Diversity and Inclusion:

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.

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 who are focused on building and advancing a culture of inclusion that values and celebrates individual differences, uniqueness, backgrounds and perspectives. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status. We are committed to fostering a diverse and inclusive workplace that reflects the world around us and connects us to the patients, customers and communities we serve.

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 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
Morris Plains
Company / Legal Entity
U014 (FCRS = US014) Novartis Pharmaceuticals Corporation
Functional Area
Technical Operations
Job Type
Full time
Employment Type
Regular
Shift Work
No
Apply to Job
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