

# Supervisor, Cell Processing Team (x2) - PM Shift

Job ID  
REQ-10028650  
Nov 06, 2024  
USA

## Summary

#Onsite

This role is located on-site in Morris Plains, NJ. Novartis is unable to offer relocation support for this role. Please only apply if the location is accessible for you.

As a Cell Processing Supervisor, you will manage the day-to-day operations on the 2nd shift related to the Manufacturing Unit to produce and deliver the highest quality product in a compliant, efficient, safe, and cost-effective manner, with minimal direction.

The ideal candidate for this role is a self-starter and has exceptional communication and follow-through with the ability to lead and positively influence others.

## About the Role

### Key Responsibilities:

- Lead and Facilitate Shop Floor meetings. Ensures the Shop Floor achieves targets for Quality, Safety and Productivity (Production throughout times and batch record review). Compiles area metrics, reports, and performance levels as required. This may include reporting to higher level Management.
- Craft Module schedule to ensure business needs are achieved while balancing personnel scheduling adjustments.
- Maintaining a daily physical presence with direct reports in the module on and off the shop floor to supervise, coach and support. Responsible for training all direct reports.
- Ability to gown aseptically and work in a clean room environment (ISO 8, 7 and ISO 5) areas for extended periods of time.
- Provide support to all employees in the area to ensure they are equipped with all tools, training, and documentation to perform their tasks. Ensure associates are demonstrating the proper aseptic techniques & behaviors.
- Maintains an "audit read" shopfloor. Assist with internal pre-audit walkthroughs, cGMP housekeeping and general organization and upkeep of manufacturing spaces.
- Adhere to all SOPs, cGMPs, and safety rules and regulations and ensure associates are executing tasks per approved policies and applicable procedures.
- Work with team to resolve tactical issues and facilitate Corrective Actions and Preventive Actions (CAPAs).
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**Shift: This role is on-site in Morris Plains, NJ. We are hiring for both shifts - Sun-Wed (1x) & Wed-Sat (1x). Flexibility on shift is preferred when applying. Shift hours are from 12pm-10pm.**

**Essential Requirements:**

- Bachelor's Degree is required. BS/BA degree in Biotechnology, Biopharmaceutical, Pharmaceutical Technology, Chemistry, Microbiology, Pharmacy, or other Life Science-related scientific degree is preferred.
- A minimum of 3 years' experience in cGMP
- Minimum 1 year of Lead/supervisor experience preferred
- Proven process understanding (Pharma, GMP, Regulatory aspects)

**Desirable Requirements:**

- Cell therapy manufacturing highly desirable
- Project management, Operational Excellence, Product/Process Development or Regulatory experience is desired.

The pay range for this position at commencement of employment is expected to be between \$88,000 to \$132,000 a year; however, while salary ranges are effective from 1/1/24 through 12/31/24, fluctuations in the job market may necessitate adjustments to pay ranges during this period. Further, final pay determinations will depend on various factors, including, but not limited to geographical location, experience level, knowledge, skills and abilities. 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.

**Company will not sponsor visas for this position.**

**Commitment to Diversity & Inclusion:** Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

**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>

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**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

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### **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

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

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