

# Vodja procesov upravljanj tveganj in odpornosti (m/ž/d) / Risk & Resilience Lead, Operations (m/f/d)

Job ID  
REQ-10030581  
Febr. 24, 2025  
Slovenien

## Zusammenfassung

Lokacija: Ljubljana, #LI-Hybrid

Kot Vodja procesov upravljanj tveganj in odpornosti boste odgovorni za zagotavljanje učinkovitega in standardiziranega procesa upravljanja tveganj in sistema upravljanja neprekinjenega poslovanja (BCMS) na posameznih lokacijah, platformah in funkcijah v okviru določenega področja odgovornosti. Podpirali boste lokacije, funkcije in platforme pri celovitem ciklu tveganj in odpornosti, od proaktivnega prepoznavanja tveganj do zagotavljanja učinkovitih ukrepov za zmanjševanje tveganj in nadzora, ohranjanje močne povezave tveganj in odpornosti s strateškimi cilji poslovnega področja.

Location: Ljubljana, #LI-Hybrid

As Risk & Resilience Lead in Operations you ensure an effective and standardized Risk Management and Business Continuity Management System (BCMS) process across the specific sites, Platforms and Functions within the area of accountability established. You support Sites, Functions and Platforms in the End-to-End Risk & Resilience cycle from proactive risk identification to ensure effective risks mitigation actions and oversight, maintaining a strong connection of Risk & Resilience with the Strategic Objectives of the business area.

## About the Role

### Vaše ključne odgovornosti:

- Vodenje načela pristopa, ki temelji na tveganju, in proces obvladovanja tveganja za mesta in funkcije njihove odgovornosti za podporo strateškega odločanja in krepitev odpornosti ponudbe.
- Nenehno identificiranje in predlaganje priložnosti za izboljšave za racionalizacijo in nadaljnje izboljšanje procesa upravljanja tveganj in odpornosti ter vodenja v operacijah.
- Podpora procesov obvladovanja tveganj tretjih oseb z ocenjevanjem pripravljenosti NEM/BCM in zmogljivosti kritičnih dobaviteljev ter prepoznavanjem tveganj in ublažitvenih ukrepov za zmanjšanje vpliva na Novartis v primeru motenj pri dobavitelju.
- Pregled resničnih incidentov in skorajšnje napake znotraj področja odgovornosti. Analiziranje glavnega vzroka in pridobljene izkušnje za zagotovitev izvajanja preventivnih ukrepov. Zagotavljanje, da so vzpostavljeni ukrepi za stalno izboljšanje. Po potrebi podpora revizije BCM znotraj področja odgovornosti.

- Podpora in zagotavljanje usklajenosti s postopkom upravljanja tveganja dobave z aktivnim sodelovanjem na delavnicah upravljanja tveganja dobave za izdelke znotraj področja odgovornosti in vključevanje postopka pregleda ukrepov za ublažitev kot del upravljanja mesta R&R.
- Omogočanje pravočasnega pregleda in revizijo načrtov BIA in BC na lokaciji, zagotavljanje uskladitev in skladnosti med operacijami s splošnimi standardi priročnika BCM ter podpora razvoja robustnih strategij obnovitve za najpomembnejše scenarije tveganja BC.
- Omogočanje izvajanja vaj NEM & BCM znotraj področja odgovornosti ter identificiranje tveganja in ukrepov, ki lahko okrepijo trdnost načrta NEM & BC.
- Podpora razvoja lokaliziranih načrtov za incidente NEM za najpomembnejša tveganja v subjektih (npr. Mesta / proizvodne funkcije / domene) odgovornosti.

#### **Vaš doprinos k delovnem mestu:**

- Večletne izkušnje v farmacevtski proizvodnji/poslovanju.
- Izkušnje na področju obvladovanja tveganj in/ali kriznega upravljanja neprekinjenega poslovanja so prednost.
- Visoka raven energije za spodbujanje izboljšav in sprememb z neposrednim vplivom na poslovne rezultate. Močne medosebne sposobnosti, še posebej vplivajo na vodstvene sposobnosti.
- Izkazane veščine sodelovanja, ki omogočajo učinkovito delo v matrični organizaciji in multidisciplinarnem timskem okolju.
- Odlične analitične sposobnosti in sposobnosti reševanja problemov; zelo močna poslovna žilica v kombinaciji s temeljitim vodenjem programa in veščinami upravljanja sprememb.
- Univerzitetna stopnja izobrazbe, tehnične ali naravoslovne smeri.

Z izbranim kandidatom bomo sklenili delovno razmerje za nedoločen čas s poskusno dobo 6 mesecev.

Prijave z življenjepisom v angleškem in slovenskem jeziku lahko oddate preko spletne povezave.

#### **Zakaj Novartis?**

Naš namen je soustvarjati medicino za izboljšanje in podaljševanje življenja ljudi, naša vizija pa je postati najbolj cenjeno in zaupanja vredno farmacevtsko podjetje na svetu. Kako lahko to dosežemo? S pomočjo naših ljudi. Prav naši sodelavci nas vsak dan spodbujajo, da dosežemo svoje ambicije. Postanite del te misije in se nam pridružite! Več na spodnji povezavi: <https://www.novartis.com/about/strategy/people-and-culture>

#### **Kaj nudimo:**

Konkurenčen plačni paket, letni bonus, fleksibilen način dela, z možnostjo prilagajanja urnika in delom od doma, pokojninsko shemo, shemo nagrajevanja in priznanja dosežkov, razširjeni program promocije zdravja na področju telesnega, duševnega in družbenega počutja (Polni življenja) ter dogodke, neomejene priložnosti za učenje in razvoj.

#### **Predani smo raznolikosti in vključenosti**

Novartis si prizadeva ustvariti izjemno, vključujoče delovno okolje in oblikovanje raznolikih timov, saj ti predstavljajo naše bolnike in skupnosti, ki jih oskrbujemo.

#### **Pridružite se naši mreži Novartis:**

V kolikor se ne prepoznate v zgornjem opisu delovnega mesta, vas vabimo, da se vpišete na spodnji povezavi v Novartisovo bazo talentov saj lahko tako vašo vlogo upoštevamo za podobne pozicije v prihodnosti:

<https://talentnetwork.novartis.com/network>

## Major accountabilities:

Your responsibilities include Risk Management, Emergency Management & Business Continuity at Sites, Manufacturing Functions and Domains, but not limited to:

- Leads and embed risk-based approach principles and risk management process for the Sites and Functions of their accountability to support strategic decision making and strengthen supply resilience.
- Continuously identify and propose opportunities of improvement to streamline and further improve the Risk & Resilience Management process and governance across Operations.
- Support the Third-Party Risk Management (TPRM) process, by assessing the NEM/BCM preparedness and capabilities of critical suppliers and identifying risks and mitigation actions to minimize the impact over Novartis in case of a supplier BC disruption.
- Review real BC incidents and near misses within the area of accountability. Lead root cause analysis and lessons learnt to ensure preventive actions in place. Ensure continuous improvement actions are in place. Support BCM audits as needed within the area of accountability.
- Supports and ensures alignment with Supply Risk Management (SRM) process by actively participating in the Supply Risk Management workshops, for the products within the area of accountability and embeds the mitigation actions review process as part of the R&R Site Governance.
- Facilitates the timely review and revision of the site BIA & BC Plans, ensuring alignment and compliance across Operations with the overarching BCM handbook standards and supports the development of robust recovery strategies for the most relevant BC risk scenarios.
- Facilitates the execution of the NEM & BCM exercises within the area of accountability and identifies risks and actions that can strengthen the robustness of the NEM & BC Plan.
- Supports the development of localized NEM incident plans for the most relevant risks within the entities (e.g. Sites / Manufacturing Functions / Domains) of accountability.

## Minimum Requirements:

- Several years of experience in pharmaceutical manufacturing/operations.
- Experience in risk management and or crisis business continuity management is an advantage.
- High energy level to drive improvements and changes with direct impact on business results. Strong interpersonal skills, especially influencing leadership skills.
- Demonstrated collaboration skills to allow effectively working in a matrix organization and multi-disciplinary team environment.
- Leader in developing clear, insight-driven communications for all levels (written and verbal).
- Excellent analytical and problem-solving skills; very strong business acumen combined with thorough program management and change management skills.
- University degree in technical or scientific degree.

We offer permanent employment, with months of probation period.

You are kindly invited to submit your application in English language, including CV.

## 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>

## You'll receive:

Competitive salary, Annual bonus, Flexible working schedule, tailored to your needs, possibility to work from

home, Pension scheme, Employee Recognition Scheme, Expanded program for the promotion of health in the field of physical, mental and social well-being, Unlimited learning and development opportunities.

**Commitment to Diversity and Inclusion:**

Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

**Join our Novartis Network:**

If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Network here:

<https://talentnetwork.novartis.com/network>

**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>

**Benefits and Rewards:** Read our handbook to learn about all the ways we'll help you thrive personally and professionally: <https://www.novartis.com/careers/benefits-rewards>

Abteilung

Ethics Risk & Compliance

Business Unit

CTS

Ort

Slowenien

Website

Ljubljana

Company / Legal Entity

SI19 (FCRS = SI019) Novartis farmacevtska proizvodnja d.o.o.

Alternative Location 1

Hyderabad (Office), Indien

Alternative Location 2

Prague, Tschechien

Functional Area

Legal & Intellectual Property & Compliance

Job Type

Full time

Employment Type

Regular

Shift Work

No

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**Accessibility and accommodation**

Novartis is 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 recruitment process, or in order to perform the essential functions of a position, please send an e-mail to [diversity.inclusion\\_slo@novartis.com](mailto:diversity.inclusion_slo@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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