

# Tehnolog podpornih sistemov (ž/m/d)/Manufacturing Systems Expert (f/m/d)

Job ID

REQ-10044048

Mar 12, 2025

République de Slovénie

## Résumé

Več kot 10 Novartisovih inovativnih trdnih izdelkov se že proizvaja v Ljubljani kot eni največjih lokacij znotraj družbe Novartis, število pa iz leta v leto raste. Izdelujemo izdelke, ki rešujejo in podaljšujejo življenja po celem svetu, kjer je učinkovita in zanesljiva proizvodnja ključnega pomena. Premikamo meje inovativnosti in želimo, da ste del tega!

English:

More than 10 of Novartis innovative solid products are already being manufactured in Ljubljana, one of the largest Novartis sites, and the number is growing every year. We make products that save and prolong lives around the world, where efficient and reliable manufacturing is crucial. We are pushing the boundaries of innovation, and we want you to be part of it!

## About the Role

### Vaše ključne odgovornosti:

- Oblikovanje in izdelovanje elektronskih proizvodnih navodil (MBR – Master Batch Record) ob upoštevanju vseh zahtev kakovosti, stroškov in rokov.
- Samostojno sodelovanje pri procesih kvalifikacij in ocen tveganj.
- Podpora pri uvajanju in tehnični validaciji sprememb na sistemih za upravljanje proizvodnje (MES), v sodelovanju s področji IT, Avtomatizacije in Kakovosti.
- Opravljanje vloge strokovnjaka (SME) za MES.
- Odgovornost za spremljanje in obravnavanje odstopov ter s tem povezanih ukrepov in nadziranje sprememb (Change Control) v skladu z roki in veljavnimi predpisi.
- Odpravljanje težav v proizvodnji z izvajanjem ustreznih takojšnjih korektivnih ukrepov v realnem času.

### Vaš doprinos k delovnem mestu:

- Visokošolska izobrazba kemijske, farmacevtske, ekonomske oziroma druge ustrezne smeri.
- Aktivno znanje angleškega jezika.
- Dobro poznavanje orodja Microsoft Office.

Z izbranim kandidatom bomo sklenili delovno razmerje za **določen čas enega leta** s poskusno dobo 6 mesecev.

## **Zavezanost k raznolikosti & Vključevanje:**

*Predani smo k oblikovanju izjemnega, vključujočega delovnega okolja in raznolike ekipe, ki predstavlja bolnike in skupnosti, ki ji oskrbujemo.*

## **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>

## **English version:**

## **Your key responsibilities:**

- Design and production of master batch records (MBRs), taking into account all quality, cost and deadline requirements.
- Independent participation in qualification and risk assessment processes.
- Supporting the implementation and technical validation of changes to Manufacturing Execution Systems (MES), in collaboration with IT, Automation and Quality.
- Performing the role of Subject Matter Expert for MES.
- Responsibility for monitoring and handling deviations and related actions and Change Control in accordance with deadlines and applicable regulations.
- Troubleshoot production issues by implementing appropriate immediate corrective actions in real time.

## **Minimum Requirements:**

- University degree in chemistry, pharmacy, economics or other relevant field.
- Active knowledge of English and local language.
- Familiar with Microsoft Office tools.

We offer **temporary** employment **of one year**, with 6 months of probation period.

## **Commitment to Diversity & Inclusion:**

*Novartis is committed to building an outstanding, inclusive work environment and diverse team's*

*representative of the patients and communities we serve.*

### **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.

### **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>

Division

Operations

Business Unit

Innovative Medicines

Emplacement

République de Slovénie

Site

Ljubljana

Company / Legal Entity

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

Functional Area

Opérations techniques

Job Type

Full time

Employment Type

Temporary (Fixed Term)

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.

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

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