

Specialist - SCM (MAP)

Job ID

REQ-10043606

Mar 21, 2025

India

Summary

Support the Novartis Technical Operations (TechOps) – Supply Operations team in the coordination of various Supply Operations activities in compliance with GxP & Regulatory requirements while creating value for our internal customers across all Novartis divisions across geographies

About the Role

Key Responsibilities:

- Processing and managing IPRs, Global Cohort / PSDS MAP requests in coordination with CMRs/ESP/NTD-SC/GCS and timely replenishment of protocols under GGO portfolio
- Support Project Managers for forecasting, demand & supply planning
- End to end tracking of MAP requests to ensure timely delivery of drug to the MAP patients
- Coordination with CMR for availability of all required approvals and documents pre and post shipment (Import license, temperature data logger, etc.)
- Archival of all MAP supplies related documents in Novartis approved repository as per defined nomenclature to support audit readiness for MAP
- Support in preparation of monthly dashboard / MAP performance report
- Inventory Management – Tracking of Inventory and timely highlighting the need of replenishment for central repository products
- Support Project Managers in efficient utilization of inventory and stock reconciliation
- Participate and support in continuous improvement projects. Coordinate with ESP for MAP supplies related activities.
- Active participation in weekly team meetings with ESPs to discuss ongoing packaging, labelling and distribution activities
- Support newly joined associates in their onboarding and role specific training

Essential Requirement:

- Proactively report all deviations through timely escalations
- Implement continuous process improvement projects to enhance quality & productivity
- Regularly communicate with customers & partners to collect feedback on support services report deliverable status and continuously acquire process knowledge
- Ensure Training on relevant procedures before taking up any GxP activities
- Well versed with GxP requirements.
- Proactively report all deviations through timely escalations.
- Implement continuous process improvement projects to enhance quality & productivity.

- Regularly communicate with customers & partners to collect feedback on support services report deliverable status and continuously acquire process knowledge.
- Ensure Training on relevant procedures before taking up any GxP activities.

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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Division

Operations

Business Unit

Innovative Medicines

Location

India

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

Shift Work

No

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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 diversityandincl.india@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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