

Tehnolog proizvodnih procesov II (m/ž/d)/Process Expert II (m/f/d)

Job ID
REQ-10050526
Apr 30, 2025
Slovenia

Summary

Kot Tehnolog proizvodnih procesov II (m/ž/d) boste odgovorni za zagotavljanje strokovne pomoči proizvodnji, obvladovanje in optimizacije proizvodnih procesov ter upravljanje procesnih tehnologij in izdelkov. Sodelovali boste pri stalnem izboljševanju kakovosti in produktivnosti, v skladu s trenutno veljavnimi GMP, SPji ter veljavnimi smernicami in funkcijskimi standardi (npr. ZVO) ter podpirali nemoteno delovanje proizvodnje, s ciljem izboljšati kakovost in skladnost.

As a Process Expert II (m/f/d), you will be responsible for providing professional support to production, managing and optimizing production processes, and overseeing process technologies and products. You will participate in the continuous improvement of quality and productivity, in accordance with current GMP, SOPs, and applicable guidelines and functional standards (e.g., HSE), and support the smooth operation of production with the aim of improving quality and compliance.

About the Role

Vaše ključne odgovornosti:

- Zagotavljanje strokovne podpore za vprašanja in izzive, povezane s procesi in proizvodnjo.
- Uvajanje v in pozneje opravljanje vloge strokovnjaka na svojem področju (SME) za specifične tehnike, izdelke ali tehnološke procese.
- Usklajevanje in sodelovanje pri zagotavljanju pravočasnega dokončanja vseh proizvodnih postopkov v skladu z dokumentacijo in pravili dobre proizvodne prakse (GMP).
- Zagotavljanje pravočasne strokovne podpore proizvodnji v primeru tehničnih težav in skrb za takojšnje izvajanje ustreznih korektivnih ukrepov.
- Spremljanje procesov in ugotavljanje morebitnih trendov ter pravočasno ukrepanje ob opaženih negativnih trendih.
- Zagotavljanje sistematičnega ter pravočasnega posodabljanja proizvodne dokumentacije za potrebe redne proizvodnje, projektnih časovnic in/ali validacij skladno z zahtevami GMP.
- Skrb za prenos informacij in povečanje ozaveščenosti timov v proizvodnji ob težavah ali spremembah, ki imajo vpliv na tehnične dejavnike, kakovost ali ZVO.
- Druge naloge po navodilu nadrejenega in naloge na podlagi posebnega imenovanja.

Vaš doprinos k delovnem mestu:

- Univerzitetna diploma iz inženiringa, farmacevtske tehnologije, kemije, farmacije ali druga ustrezne znanstvene smeri, zaželen magisterij.
- Aktivno znanje angleškega in slovenskega jezika.
- Poznavanje orodja Microsoft Office.
- Delovne izkušnje niso potrebne.

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

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, zaposlitev v podjetju s certifikatom TOP Employer, 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>

Your key responsibilities:

- Providing professional support for questions and challenges related to processes and production.
- Introducing and later performing the role of a subject matter expert (SME) for specific techniques, products, or technological processes.
- Coordinating and collaborating to ensure the timely completion of all production processes in accordance with documentation and good manufacturing practice (GMP) rules.
- Providing timely professional support to production in case of technical issues and ensuring the immediate implementation of appropriate corrective actions.
- Monitoring processes and identifying potential trends, and taking timely action upon observing negative trends.
- Ensuring systematic and timely updating of production documentation for regular production needs, project timelines, and/or validations in accordance with GMP requirements.
- Ensuring the transfer of information and increasing awareness among production teams in case of issues or changes that impact technical factors, quality, or HSE.
- Other tasks as instructed by the supervisor and tasks based on special appointments.

What you will bring to the role:

- A university degree in engineering, pharmaceutical technology, chemistry, pharmacy, or another relevant scientific field, with a master's degree preferred.
- Active knowledge of the English and Slovene language.
- Familiarity with Microsoft Office tools.
- Work experience is not required.

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

Commitment to Diversity & Inclusion: :

We are committed to building an outstanding, inclusive work environment and diverse teams 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 (Energized for Life), 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>

Operations
Business Unit
Innovative Medicines
Location
Slovenia
Site
Ljubljana
Company / Legal Entity
SI19 (FCRS = SI019) Novartis farmacevtska proizvodnja d.o.o.
Functional Area
Technical Operations
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 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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