

# Project controller II

Job ID

REQ-10051143

May 06, 2025

Mexico

## Summary

-EngineerExecute engineering activities (design, implementation, maintenance, etc.) within technical area of expertise by using reliable and cost effective technical solutions, ensuring technical quality to enable the overall site / project objectives.Maintenance Technician IIResponsible for execution of maintenance And calibration activities and commissioning activities for projects at site level.Process Engineer Supervise plant engineering team providing technical assistance to the function and ensuring that the best possible maintenance, repair and/or modifications are undergoneOther positions Execute for design, execution and hand-over projects within cost, time schedule, quality and functionality withintechnical area of responsibility.

## About the Role

### Major accountabilities:

- Engineer -Support internal and external audits -Own the Training Curriculum for own Job Profile -Lead or contribute to equipment, utility, facility improvement projects (e.g. energy efficiency, productivity, environmental compliance, maintenance) -Get permits for maintenance / calibration / projects -Develop Project Cost Estimation And Value Improvement Review -Identify technical solutions -Prepare project procurement plan, perform project tendering and procurement -Perform project HSE management And execute project safety stops/reviews -Perform project reviews (e.g. Technical Quality Review (TQR), constructability) Maintenance Technician II -Support internal and external audits -Prepare tools, spare parts etc. for maintenance / calibration -Identify spare parts for maintenance and maintain pick-lists -Get permits for maintenance / calibration / projects -Execute work orders for maintenance / calibration as per method statement / procedure -Supervise maintenance /calibration work as Subject Matter Expert (SME) -Update CMMS after maintenance / calibration completion -Document execution of calibrationProcess Engineer -Ensure compliance with industrial standards and GMP guidelines -Implement preventive maintenance plan in shutdown intervals according to the schedule maintenance plan and planned corrective repairs to equipment problems -Participate in maintenance/reliability reviews of new projects - Execute and follow up any infrastructure/civil work task in the production plant -Supervise the change over operations for production equipment to improve productivity of equipment -Coach and motivate new team members -Responsible for personal and professional development -Support building organizational culture in line with Novartis VAndBOTHER positions -Execute project in alignment with key local and global stakeholders -Execute the project according life cycle costs and project schedules -Apply state of the art technical solutions according compliance standards and HSE regulations -Ensure projects on site are developed through their various stages of scope, definition, approval and implementation -Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt -Distribution of marketing samples (where applicable)

**Key performance indicators:**

- Highest safety standard implemented during projects and operations, no critical findings in HSE audits, no LTI and SIF.
- GMP/HSE compliance - Project targets fulfillment - Adherence to Site KPIs

**Minimum Requirements:****Work Experience:**

- Functional Breadth.
- Collaborating across boundaries.
- Operations Management and Execution.

**Skills:**

- Agile (Programming Methodology).
- Architectural Engineering.
- Aws (Amazon Web Services).
- Business Continuity.
- Business Networking.
- Change Control.
- Computer Science.
- Construction Management.
- Cost Management.
- Flexibility.
- General Hse Knowledge.
- Hvac (Heating Ventilation And Air Conditioning).
- Including Gdp.
- Installations (Computer Programs).
- Knowledge Of Capa.
- Knowledge Of Gmp.
- Knowledge Of Relevant Tools And Systems .
- Manufacturing (Production).
- Project Commissioning.
- Project Engineering.
- Project Execution.
- Risk Management.
- Root Cause Analysis (Rca).
- Software Development.
- Total Productive Maintenance.

**Languages :**

- English.

**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

Universal Hierarchy Node

Location

Mexico

Site

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

Shift Work

No

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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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