

Specialist/Analyst - Supplier Quality Management

Job ID

REQ-10052520

Mar 19, 2025

India

Περίληψη

-Manages End to End Supplier Quality & Compliance Management activities like Quality Assurance Agreements, Quality Risk Assessments, Annual Monitoring Reports, New Supplier/Material Onboarding/Exit...etc.

About the Role

About the Role:

Responsible for Supplier Quality Management activities - Supplier onboarding, Supplier routine monitoring and Supplier Exits from Quality & Compliance perspective.

Key Responsibilities:

Supplier Quality Management:

- Drafting of Annual Monitoring and Certification report for incoming materials
- Drafting / Negotiation (if applicable) and Archival of Quality Assurance Agreement with Suppliers/Service providers
- Evaluation and Management of Supplier Change Notifications (SCN) and Initiation of change record for the applicable SCN
- Drafting and Evaluation of Supplier's incoming materials Specification
- Performing Quality Risk Assessment (QRA) for existing and new Suppliers / Service providers
- Management of Supplier/ Material qualification and supplier related documentations
- Preparation of regulatory statement for materials and finished products
- Management Quality records, Support the Service Delivery team (SDT) with quality topics and 3rd PAP Management in TPRM (Third Party Risk Management) tool
- Co-ordination with stakeholders in SIM (Supplier Information Management) approval process for Quality deliverables
- Evaluation of Change control tasks related to supplier quality management
- Audit preparation support and CAPA Management
- End to end deliverables for supplier quality management activities as per the delegated task from the business partner.
- Supplier / Vendor Quality Management Experience is Preferred.

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.

Essential Requirements:

- Continuous Learning.
- Dealing With Ambiguity.
- Gmp Procedures.
- Qa (Quality Assurance).
- Quality Control (Qc) Testing.
- Quality Standards.
- Self Awareness.
- Technological Expertise.
- Technological Intelligence.

Languages :

- English.

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>

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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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Τομέας

Operations

Business Unit

Universal Hierarchy Node

Τοποθεσία

India

Τοποθεσία

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Quality

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 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.

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