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

Job ID
REQ-10040329

May 21, 2025

Slovenia

Summary

#LI-Hybrid

Kot Tehnolog proizvodnih procesov I boste odgovorni za zagotavljanje strokovne pomo č i proizvodnji, obvladovanju in optimizacije proizvodnih procesov ter upravljanje procesnih tehnologij in izdelkov. Sodelovali boste pri stalnem izbolj š evanju kakovosti in produktivnosti proizvodnih procesov, v skladu s trenutno veljavnimi GMP smernicami, SPji splo š nimi postopki ter ostalimi veljavnimi smernicami in funkcijskimi standardi (npr. ZVO). Podpirali boste nemoteno delovanje proizvodnje, s ciljem izbolj š ati kakovost in skladnost.
Odgovorni boste za nadgradnjo in prenos strokovnih znanj, vrednotenje implementacijo novih tehnologij prispevajo k optimizaciji procesov.

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We are seeking a Process Expert I. In this role, you will be provide front line expert support for all process-specific issues to production within one or more production steps, to ensure execution of processes on-time, continuously improving in quality and productivity, performed in compliance to cGMPs, SOPs and applicable guidelines and functional standards (e.g. HSE...). Support smooth

operation of production, with the aim of improving quality and compliance. Responsibility for upgrading and transfer of expertise, assessment and implementation of new technologies, and contribution to the development process optimization.

About the Role

Va š **e klju** č **ne odgovornosti**

- Zagotavljanje strokovne podpore za kompleksna vpra š anja in izzive, povezane s procesi in proizvodnjo.
- Opravljanje vloge strokovnjaka na svojem podro č ju (SME) za specifi č ne tehnike, izdelke ali tehnolo š ke procese.
- Usklajevanje in zagotavljanje pravo č asnega dokon č anja vseh proizvodnih postopkov v skladu z dokumentacijo in pravili dobre proizvodne prakse (GMP).
- Zagotavljanje pravo č asne strokovne podpore proizvodnji v primeru tehni č nih te ž av in skrb za takoj š nje izvajanje ustreznih korektivnih ukrepov.
- Spremljanje kompleksnih procesov in ugotavljanje morebitnih trendov ter pravo č asno ukrepanje ob opa ž enih negativnih trendih.
- Zagotavljanje sistemati č nega ter pravo č asnega posodabljanja kompleksne proizvodne dokumentacije za potrebe redne proizvodnje, projektnih č asovnic in/ali validacij skladno z zahtevami GMP.
- Skrb za prenos informacij in pove č anje ozave š č enosti timov v proizvodnji ob te ž avah ali spremembah, ki imajo vpliv na tehni č ne dejavnike, kakovost ali ZVO.
- V primeru imenovanja izvajanje usposabljanj in izobra ž evanj.
- Skrb za prenos znanja.
- Udele ž ba na vseh usposabljanjih oz. izobra ž evanjih, ki so zahtevana za to delovno mesto, shranjevanje ustreznih dokazil o usposabljanju.

Va š **doprinos k delovnem mestu:**

- Najmanj univerzitetna diploma iz in ž eniringa, farmacevtske tehnologije, kemije, farmacije ali druge podobne znanstvene smeri.
- Za ž elen magisterij ali ustrezne izku š nje.
- Aktivno znanje angle š kega jezika in znanje lokalnega jezika.
- Poznavanje orodij Microsoft Office.
- Na delovnih mestih za podporo procesom v proizvodnji.
- Poznavanje procesov (farmacevtska proizvodnja, GMP, regulatorni vidiki).

Za ž **elene izku** š **nje**

- Poznavanje proizvodnih procesov (farmacevtska proizvodnja, GMP, regulatorni vidiki).
- Vozni š ki izpi B kategorije Za ž eljene delovne izku š nje za podporo procesom v proizvodnji.

Z izbranim kandidatom bomo sklenili delovno razmerje za **nedolo** č **en** č **as** s poskusno dobo **6**

mesecev. Prijavo oddajte z ž ivljenjepisom v slovenskem in angle š kem jeziku.

Kaj nudimo:

Konkuren č en pla č ni paket, letni bonus, fleksibilen na č in dela, z mo ž nostjo prilagajanja urnika in delom od doma, pokojninsko shemo, shemo nagrajevanja in priznanja dose ž kov, raz š irjeni program promocije zdravja na podro č ju telesnega, du š evnega in dru ž benega po č utja (Polni ž ivljenja) ter dogodke, neomejene prilo ž nosti za u č enje in razvoj.

Predani smo raznolikosti in vklju č **enosti**

Novartis si prizadeva ustvariti izjemno, vklju č ujo č e delovno okolje in oblikovanje raznolikih timov, saj ti predstavljajo na š e bolnike in skupnosti, ki jih oskrbujemo.

Key Responsibilities:

- Provide front line expert support for complex issues and challenges, related to processes and production.
- Act as Subject Matter Expert (SME) for specific techniques, products or technical processes.
- Coordinate and ensure the completion of all production operations on time, in accordance with the documentation and in compliance with GMP.
- Ensure on time shop floor support as an expert on technical problems and ensuring that appropriate immediate corrective actions are implemented.
- Monitor complex processes, identify possible trends and ensure timely interventions in the event of observed negative trends.
- Ensure that all of the complex production documents, project timelines and/or validations are systematically and timely up to date for the need of regular production, in compliance with GMP.
- Transfer of information and increase awareness of production teams following problems or modifications having a technical, quality or HSE impact.
- If nominated, carry out trainings.
- Knowledge transfer and mentoring of associates.
- Participation in all training relevant to the position, maintenance of the relevant training evidence.

Essential Requirements:

- BSc. in Engineering, Pharmaceutical Technology, Chemistry, Pharmacy or equivalent scientific degree.
- Desirable MSc. or equivalent experience.
- Fluent in English and proficient in site local language.
- Knowledge of Microsoft Office.

- Minimum 3-year experience in process support role on the shop floor of GMP manufacturing and/or QA/QC.
- Proven process understanding (Pharma, GMP, Regulatory aspects).

Desirable Requirements:

- Knowledge of production processes (pharmaceutical production, GMP, regulatory aspects).
- Driving license B category.

We offer **permanent employment** with **6 months** of probation period. Submit your application with the CV in Slovenian and English language.

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 (Wellbeing), 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.

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

部門
Operations

部門
Innovative Medicines

国
Slovenia

勤務地
Menge š

Company / Legal Entity
SI19 (FCRS = SI019) Novartis farmacevtska proizvodnja d.o.o.

Functional Area
Technical Operations

職種
Full time

雇用形態
Regular

Shift Work
No

Apply to Job.

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.inclusionslo@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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