

Specialist/Analyst - Supplier Quality Management

Job ID
REQ-10052520

May 19, 2025

India

Summary

-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>

You ' ll receive: You can find everything you need to know about our benefits and rewards in the

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
India

勤務地
Hyderabad (Office)

Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area
Quality

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 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.



Job ID
REQ-10052520

Specialist/Analyst - Supplier Quality Management

[Apply to Job.](#)

Source URL:

<https://prod1.novartis.com/jp-ja/careers/career-search/job/details/req-10052520-specialistanalyst-supplier-quality-management>

List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://talentnetwork.novartis.com/network>
3. <https://www.novartis.com/careers/benefits-rewards>
4. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Hyderabad-Office/Specialist-Analyst---Supplier-Quality-ManagementREQ-10052520>
5. <mailto:diversityandincl.india@novartis.com>
6. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Hyderabad-Office/Specialist-Analyst---Supplier-Quality-ManagementREQ-10052520>