

Specialist - SCM (MAP)

Job ID

REQ-10043606

Mar 21, 2025

India

Summary

Support the Novartis Technical Operations (TechOps) – Supply Operations team in the coordination of various Supply Operations activities in compliance with GxP & Regulatory requirements while creating value for our internal customers across all Novartis divisions across geographies

About the Role

Key Responsibilities:

- Processing and managing IPRs, Global Cohort / PSDS MAP requests in coordination with CMRs/ESP/NTO-SC/GCS and timely replenishment of protocols under GGO portfolio
- Support Project Managers for forecasting, demand & supply planning
- End to end tracking of MAP requests to ensure timely delivery of drug to the MAP patients
- Coordination with CMR for availability of all required approvals and documents pre and post shipment (Import license, temperature data logger, etc.)
- Archival of all MAP supplies related documents in Novartis approved repository as per defined nomenclature to support audit readiness for MAP
- Support in preparation of monthly dashboard / MAP performance report
- Inventory Management – Tracking of Inventory and timely highlighting the need of replenishment for central repository products
- Support Project Managers in efficient utilization of inventory and stock reconciliation
- Participate and support in continuous improvement projects. Coordinate with ESP for MAP supplies related activities.
- Active participation in weekly team meetings with ESPs to discuss ongoing packaging, labelling and distribution activities
- Support newly joined associates in their onboarding and role specific training

Essential Requirement:

- Proactively report all deviations through timely escalations
- Implement continuous process improvement projects to enhance quality & productivity
- Regularly communicate with customers & partners to collect feedback on support services report deliverable status and continuously acquire process knowledge
- Ensure Training on relevant procedures before taking up any GxP activities
- Well versed with GxP requirements.
- Proactively report all deviations through timely escalations.
- Implement continuous process improvement projects to enhance quality & productivity.

- Regularly communicate with customers & partners to collect feedback on support services report deliverable status and continuously acquire process knowledge.
- Ensure Training on relevant procedures before taking up any GxP activities.

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
 Innovative Medicines
 Location
 India
 Site
 Hyderabad (Office)
 Company / Legal Entity
 IN10 (FCRS = IN010) Novartis Healthcare Private Limited
 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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