

# Sr. Process Team Lead

Job ID  
REQ-10003290  
Sep 03, 2024  
Turkey

## Summary

-Process Team Lead

Oversees the daily operation within the Manufacturing Unit, in a way that is consistent with a culture of self-direction (empowerment and accountability), to produce and deliver high quality products to customers in a compliant, efficient, and cost effective manner.

Coordinating and planning of all activities with end-to-end manufacturing responsibility (logistics, project work, operational excellence, resources and budget/costs) in a way that is consistent with a culture of self-direction (empowerment and accountability).

Ensures full compliance with quality, Health, Safety and Environment (HSE), Good Manufacturing Practices (GMP), customer service, statutory, regulatory and Novartis requirements. ensure execution of processes on-time (business continuity); in compliance to cGMPs, SOPs and applicable guidelines and functional standards (e.g. HSE, NOSSCE) and to allow continuously improving in quality, productivity efficiency.

## About the Role

### Major accountabilities:

- Line responsibility and daily walkthrough -Ensures shop floor resource planning is adequate in correlation with production workload Vs planning -Reviews production schedule (operational horizon)
- Coordinate the operators in his/ her responsibility area to work efficiently and in line with production plan  
Review and approve MBRs fully and deliver to the next process in timely manner  
Ensure and track all recipes are up to date in accordance with production requirement  
Lead Operational Excellence and Productivity projects, ensure all KPIs meet requirements.  
Supervision / Incidents reporting & action follow-up at shop-floor
- Perform and track investigation of deviation and complaints, root cause analysis related to production and take preventive actions on time
- Involve in HSE and Quality audits in his responsibility area, ensure all audit actions are completed within deadlines  
Shop Floor Resource planning; ensure production is in line with budget targets and defined resources (people, equipment, material, service, overtime, absenteeism etc.
- Responsible for technical batch release for manufacturing; SOP reviews and revisions
- Performance and leadership support to shop floor direct reports (operators, specialist, ..)
- Responsible for Shop floor service support
- Manage external shop floor employee workload (room, tool, container cleaning and supply)

### Key performance indicators:

- Achieve plant KPIs -Human Resources Performance: Satisfaction survey, execution of Talents and

development plans, training data, attracting and retaining talent, succession plan for Support team in place and robust.

- Batch success rate -Launch performance on time -Success rate internal/External and GMP audits/inspections

### **Minimum Requirements:**

- BSc. degree in Chemical Engineering, Pharmacy or Chemistry
- Minimum 5 years of experience in production operations, ideally in a pharmaceutical or chemical manufacturing environment
- Fluent in English
- Knowledge of process oriented organization
- Strong interpersonal skills
- Analytical thinking and problem solving
- Team working and customer oriented mindset

### **Work Experience:**

- Major Change.
- People Challenges.
- Collaborating across boundaries.
- Operations Management and Execution.

### **Skills:**

Result Oriented, Action Oriented, Solution Oriented,

### **Languages :**

- English.

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Division

Operations

Business Unit

Innovative Medicines

Location

Turkey

Site

İstanbul Kurtköy

Company / Legal Entity

TR01 (FCRS = TR001) Novartis Sağlık, Gıda ve Tarım Ürünleri San. Ve Tic. A.Ş.

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

Shift Work

No

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