

Specialist - Supply Operations

Job ID
REQ-10005381
Sep 03, 2024
India

Summary

Plan, consolidate and organize replenishment of Finish Product from internal and external suppliers to Basel Hub. Manage associated inventory level and be responsible of allocating the stock to customers as appropriate while ensuring on time delivery to customers Provide enhancements or area of improvements to the customers. Collaborate with external Supply organization, internal plants, Country pharma organizations and Novartis pharma service countries for continuous improvement.

About the Role

Specialist – Supply Operations

About the Role:

Plan, consolidate and organize replenishment of Finish Product from internal and external suppliers to Basel Hub. Manage associated inventory level and be responsible of allocating the stock to customers as appropriate while ensuring on time delivery to customers Provide enhancements or area of improvements to the customers. Collaborate with external Supply organization, internal plants, Country pharma organizations and Novartis pharma service countries for continuous improvement.

Key Responsibilities:

- Performing day to day activities of processing supply planning & order management activities / projects / portfolio / brands assigned as per the relevant SOPs, business matrix and SLA timelines.
- Assist in data collection and reporting of important metrics
- Assist in continuous improvement initiatives.
- Manage ad-hoc projects assigned in area of work.
- Proactively report all deviations through timely issues
- Implement continuous process improvement projects to enhance quality & productivity.
- Ensure that the service dashboard, order management framework & time sheet are always kept updated.
- 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.
- Report deliverable status and continuously acquire process knowledge.

Essential Requirements:

- Communication Skill – Fluent in verbal and written English; knowledge of other languages is an added advantage.
- Basic understanding of Pharma products and lifecycle events.

- Basic understanding of Inventory Management.
- Basic understanding of SAP systems and navigation.
- Basic understanding of transportation, warehousing & inventory distribution.
- Basic understanding of performance KPIs.
- Basic understanding of MS Excel.
- Basic understanding of business processes & PDCA cycle.
- Awareness of GXP.

Desirable Requirements:

- Graduate / Post Graduate in Supply Chain/Operations/Pharmacy/Life Sciences/Engineering/Commerce/Economics Languages: English and German – fluent

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 Novartis Life Handbook. <https://www.novartis.com/careers/benefits-rewards>

Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Network here: <https://talentnetwork.novartis.com/network>.

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>

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

[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.

```
iframe{ width: 100%; margin-top: 3rem; } @media screen and (max-width: 767px){ iframe{ height: 30vh !important; } } @media screen and (min-width: 768px){ iframe{ height: 34vh !important; } }
```

Job ID

REQ-10005381

Specialist - Supply Operations

[Apply to Job](#)

Source URL: <https://prod1.id.novartis.com/careers/career-search/job/details/req-10005381-specialist-supply-operations>

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/Novartis_Careers/job/Hyderabad-Office/Specialist---Supply-Operations_REQ-10005381
5. <mailto:diversityandincl.india@novartis.com>
6. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Hyderabad-Office/Specialist---Supply-Operations_REQ-10005381