

# AS&T Specialist

Job ID  
REQ-10025455  
Oct 24, 2024  
Austria

## Summary

~ Die Rolle ist verantwortlich für die Koordination und verwaltung von Aktivitäten im Zusammenhang mit Analysegeräten sowie für die Bereitstellung wissenschaftlicher analytischer Unterstützung. Dazu gehört die Bewertung, Entwicklung und Validierung von Methoden, die für Rohstoffe und Fertigprodukte erforderlich sind.

~ Führt qualitative und quantitative Analysen organischer und anorganischer Verbindungen durch, um die Identität, Reinheit und Homogenität von Arzneimittelsubstanzen und Produkten im Zusammenhang mit jedem Projekt zu bestimmen.

~ Organisiert und interpretiert alle Daten, die mit einer Vielzahl von instrumentellen Technologien gewonnen wurden

## About the Role

### Major Accountabilities:

- Coordinating and supporting the local rollout of a global IT system (NTO global LIMS focused on the electronic Lab Notebook, eLN)
- Life-cycle management of local dynamic master data (e.g. eLN Workbooks, and other master data objects) according to the applicable source documents (Analytical Methods, SOPs, Testing Monographs)
- End user training and knowledge transfer to the business
- Operational first level support and trouble shooting
- Incident investigation and CAPA support
- Assisting the global project team during the development and validation of new functionalities
- Support in HA Inspections and Audits

### Essential Requirements:

- University degree or FH with natural science/technical background (e.g. chemistry, pharmacy, biology) or apprenticeship with a least 3 year of laboratory experience
- Several years of experience in pharmaceutical industry and/or analytical laboratory in GMP environment desirable
- Fundamental knowledge in database structure and master data maintenance desirable
- Fluent in German and English
- Good communication skills and team player
- Independent working style and curiosity to learn more about new IT systems

## 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>

In addition to a market-competitive base salary, we offer an attractive incentive program, a modern company pension scheme, childcare facilities, learning and development opportunities as well as worldwide career possibilities within the Novartis group. In accordance with Austrian law, we are obliged to disclose the minimum salary as stated in the collective bargaining agreement. For this position the minimum salary is € 58.200/year (on a full-time basis). The actual salary will be significantly higher, as we strive to maintain a competitive position in the market and consider your previous experience, qualifications and individual competencies.

We are open for part-time and job-sharing models and support flexible and remote working where possible.

**Commitment to Diversity & Inclusion:**

Novartis is committed to building an outstanding, inclusive working environment and diverse teams, representative of the patients and communities we serve.

**Adjustments for Applicants with Disabilities:**

If because of a medical condition, physical disability or a neurodiverse condition you require an adjustment during the recruitment process, please reach out to [disabilities.austria@novartis.com](mailto:disabilities.austria@novartis.com) and let us know the nature of your request as well as your contact information. The support which we can provide will include advice on suitable positions as well as guidance at all stages of the application process. Austrian law provides candidates the opportunity to involve the local disability representative, Behindertenvertrauensperson (BVP), in the application process. If you would like to request this, please let us know in advance as a note on your CV.

**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>

Operations  
Business Unit  
Innovative Medicines  
Location  
Austria  
Site  
Schafftenau  
Company / Legal Entity  
AT33 (FCRS = AT033) Novartis Pharmaceutical Manufacturing GmbH  
Functional Area  
Quality  
Job Type  
Full time  
Employment Type  
Regulär  
Shift Work  
No  
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## Unterstützungen für BewerberInnen mit Behinderungen

Wenn Sie aufgrund einer Erkrankung, einer körperlichen Behinderung oder eines neurodiversen Zustandes eine Unterstützung bei verschiedenen Teilen des Rekrutierungsprozesses benötigen, wenden Sie sich bitte an [disabilities.austria@novartis.com](mailto:disabilities.austria@novartis.com) und teilen Sie uns die Art Ihrer Anfrage sowie Ihre Kontaktinformationen mit. Unsere Unterstützung umfasst die Beratung zu geeigneten Positionen sowie die Begleitung bei allen Phasen des Bewerbungsprozesses. Das österreichische Gesetz sieht die Möglichkeit vor, die örtliche Behindertenvertrauensperson (BVP) in das Bewerbungsverfahren einzubeziehen. Wenn Sie dies wünschen, teilen Sie uns dies bitte vorab als Vermerk in Ihrem Lebenslauf mit.

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