

Chemical Product Safety Manager

Job ID
REQ-10055718
Jul 03, 2025
Ireland

Summary

Our product stewardship mission is to protect people and the environment as a part of the Global Health, Safety, and Environment team. We are looking for responsible, objective-driven candidates who value collaboration and teamwork and are open to new challenges and expanding their knowledge and expertise. You will maintain an efficient and effective program for the management of material and product hazard information, minimizing hazard-related risks to acceptable levels, as well as prevention of future material hazard-related liabilities. This includes management / support of an end-to-end process, inclusive of material initialization, HSE data management, classification, labelling, authoring safety data sheet (SDS), transport classification, and related process ownership of enabling HSE IT systems.

Location: Hybrid working model in the Czech Republic, Slovenia and Ireland and home based working only if based in the UK.

About the Role

Key Responsibilities:

- Manage and conduct daily activities in support of an efficient and effective end-to-end HSE chemical product safety / product stewardship process.
- Manage Safety Data Sheet (SDS) generation and distribution, material initialization, HSE data management, maintain drug product composition data and support management of excipients. Provide GHS/CLP classification and Dangerous Goods checks of materials.
- Manage SDS inbox and monitor multiple SDS requests to ensure deliveries per agreed timelines via well-organized project management principles.
- Coordinate team members to deliver SDSs requests and support manufacturing sites with SDS related activities.
- Collaborate, support and provide process / technical expertise (Subject Matter Expert for Novartis SDS Process, and Hazard Classification) to relevant business units, supporting functions and sites with respect to material and product compliance, facilitating business continuity and protecting the reputation of Novartis across the value chain.
- Collaborate with other Global HSE functions, Legal, relevant business units, and other functions to support the identification, impact and risk assessment, action planning, and communication with regards to current and emerging laws and regulations (e.g. SDS Management, Transportation of Dangerous Goods and related)

Essential Requirements:

- Master's degree in chemistry, life sciences, or related field.

- Extensive experience in similar positions, preferably in HSE data management and SDS authoring, and from the pharmaceutical or chemical industry.
- Experience using SDS authoring platforms: i.e. SAP, 3E Generate.
- Knowledge of SDS authoring regulations (i.e., EU CLP, US OSHA etc.). Demonstrated classification skills under at least three classification criteria (i.e. UN Purple book, US OSHA, EU CLP).
- Demonstrated knowledge in one and certification in one transportation regulations (IATA, IMDG).
- Demonstrated ability to influence without authority and operate in a highly matrixed environment.
- Excellent communication and team skills.
- Willingness to mentor younger team members.
- Proficiency in oral and written English.

Desirable Requirements:

- IATA, IMDG, or ADR certification is highly desirable.
- Experience in HSE data management (HSE Management Systems; HSE IT Systems, including enterprise approaches to product initialization, SDS management and related; HSE hazard identification, risk assessment and control; Product registration and product regulatory classifications Supply Chain management)
- Preferable experience with SAP or 3E Generate for SDS Authoring
- Experience with transitioning from legacy to new HSE system
- Project Management skills and proficiency in Microsoft office

Benefits & Rewards

Czech Republic:

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement); 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program – choice of benefits from Benefit Plus Cafeteria in the amount of 17,500 CZK per year; Meal vouchers in amount of 105 CZK for each working day (full tax covered by company); Public transportation allowance; MultiSport Card, Employee Share Purchase Plan. Find out more about Novartis Business Services: <https://www.novartis.cz/>

Slovenia:

English:

Competitive salary, annual bonus, flexible working schedule, tailored to your needs, possibility to work from home, pension scheme, employee recognition scheme, expanded program for the promotion of health in the field of physical, mental and social well-being (Energized for Life), employment at Top SI Employer, unlimited learning and development opportunities.

Slovene:

Konkurenčen plačni paket, letni bonus, fleksibilen način dela, z možnostjo prilagajanja urnika in delom od doma, zaposlitev v podjetju s certifikatom TOP Employer, pokojninsko shemo, shemo nagrajevanja in priznanja dosežkov, razširjeni program promocije zdravja na področju telesnega, duševnega in družbenega počutja (Polni življenja) ter dogodki in neomejene priložnosti za učenje in razvoj.

Commitment to Diversity and Inclusion / EEO paragraph

Novartis is committed to building an outstanding, inclusive work environment and diverse teams representative

of the patients and communities we serve.

(*Note: different wording for US (auto populated in Workday for US, no need to copy/paste), Germany Pharma and South Korea. Find the wording in the Job posting guidelines.)

Accessibility and Accommodation:

Czech Republic

Accessibility and accommodation

Novartis is committed to working with and providing reasonable accommodation to all

individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to di.cz@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Slovenia

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 diversity.inclusion_slo@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Dostop in prilagoditve

V Novartisu si prizadevamo k vključenosti oseb z invalidnostjo in zagotavljanju ustreznih prilagoditev delovnega okolja posameznikom z omejitvami. V kolikor zaradi bolezni ali invalidnosti potrebujete ustrezne prilagoditve v kateremkoli delu selekcijskega procesa oziroma potrebujete prilagoditve pri izvajanju osnovnih nalog na delovnem mestu, nam pišite na naslov diversity.inclusion_slo@novartis.com

in navedite, kakšne prilagoditve potrebujete ter vaše kontaktne podatke. Prosim, vključite tudi podatek o številki razpisa, na katerega se prijavljate.

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

Ethics Risk & Compliance

Business Unit

Universal Hierarchy Node

Location
Ireland
Site
Dublin (NOCC)
Company / Legal Entity
IE02 (FCRS = IE002) Novartis Ireland Ltd
Alternative Location 1
Home Worker, United Kingdom
Alternative Location 2
Ljubljana, Slovenia
Alternative Location 3
Prague, Czech Republic
Functional Area
Legal & Intellectual Property & Compl.
Job Type
Full time
Employment Type
Regular
Shift Work
No
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1. <https://www.novartis.cz/>
2. <https://www.novartis.com/about/strategy/people-and-culture>
3. <https://talentnetwork.novartis.com/network>
4. <https://www.novartis.com/careers/benefits-rewards>
5. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Dublin-NOCC/Chemical-Product-Safety-Manager_REQ-10055718-1
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