

International Trade Analyst (m/f/d) / Analitik mednarodne trgovine (m/ž/d)

Job ID
REQ-10049818
Jun 27, 2025
Slovenia

Summary

Job Description Summary

#LI-Hybrid

As a International Trade Analyst you will be responsible for providing general support in relation to customs and international trade related matters. Focusing on denied party screening as part of embargo and sanction due diligence process and customs classification. In addition, country of origin review and determination are in scope, as well as KPI measures and reporting on behalf of Global Customs and Trade Compliance team. Act in accordance with legislation, internal rules, good practices and business objectives.

Join us and become our next talent.

About the Role

Key Responsibilities:

- Excellent understanding of embargoes and sanction currently in place including screening process, potential match assessment, release or escalation
- Accountable for the correctness of customs classification for material in scope globally
- Act as an advisor when required to Novartis business if customs classification needs further explanation or training
- Prepare and present reports on customs and trade compliance matters
- Support collection, analysis and submission of the Key Performance Indicators from Novartis businesses to Global CTC function
- Manage export controls including classification, management and monitoring of license application for controlled goods and/or embargo and sanction territories

Cross Functions and External Collaboration

- Collaborate within the team and Novartis businesses to achieve objectives in customs and trade matters

Communication Skills

- Effectively communicate with a variety of teams and colleagues at different level of seniority

Essential Requirements:

- University degree in economical or other relevant field.
- Minimum 3 years of experience in international trade function.
- Fluent in written and spoken English.
- Knowledge of Microsoft Office.
- Highly motivated, independent and self-initiative.

We offer a permanent employment.

You are kindly invited to submit your application in English language, including CV.

You'll receive:

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 (Wellbeing), employment at Top SI Employer, Unlimited learning and development opportunities.

Commitment to Diversity and Inclusion:

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

For Slovenia:

Kot **Analitik mednarodne trgovine (m/ž/d)** boste odgovorni za zagotavljanje splošne podpore na področju carine in mednarodne trgovine. Osredotočenost na pregled nad tretjimi osebami na seznamu Denied Party, kot del embarga in skrbnega pregleda ter carinske uvrstitve. K obveznostim sodijo tudi prvotni pregled in opredelitev države izvora ter ukrepi KPI in poročanje v imenu tima za globalno carinsko in trgovinsko skladnost. Delovanje v skladu z zakonodajo, internimi predpisi, dobrimi praksami in poslovnimi cilji.

Pridružite se nam!

Vaše ključne odgovornosti:

- Odlično razumevanje trenutno veljavnih embargov in sankcij, vključno s screeningom (preverjanjem), oceno morebitnega ujemanja, sprostitev ali stopnjevanjem (eskalacijo).
- Odgovornost za pravilnost carinske uvrstitve materialov na globalni ravni.
- Po potrebi opravljati vlogo svetovalca, če so potrebna nadaljnja pojasnila ali usposabljanje oz. izobraževanje za carinsko uvrščanje.
- Pripravljanje in predstavljanje poročil za skladnost na področju carine in trgovine.

- Nudjenje podpore pri zbiranju, analizi in predložitvi ključnih kazalnikov uspešnosti Novartisovih podjetij globalnim funkcijam CTC.
- Upravljanje nadzora izvoza, vključno z razvrščanjem, upravljanjem in nadzorom zahtevkov za izdajo dovoljenj za nadzorovano blago in/ali območja embarga ter sankcij.

Medfunkcijsko sodelovanje in sodelovanje navzven:

- Sodelovanje v timu in Novartisovih podjetjih in doseganje ciljev na področju carine in trgovine.

Komunikacijske veščine

- Učinkovito komuniciranje z različnimi timi in kolegi na različnih stopnjah oz. ravneh.

Vaš doprinos k delovnem mestu:

- Visokošolska stopnja izobrazbe s področja ekonomije ali druge ustrezne smeri.
- Minimalno 3 leta izkušenj v mednarodni trgovini
- Aktivno znanje angleškega in nemškega jezika.
- Poznavanje orodja Microsoft Office.
- Visoka motiviranost za delo, samostojnost in samoiniciativnost.

Z izbranim kandidatom bomo sklenili delovno razmerje za nedoločen čas.

Prijave z življenjepisom v angleškem in slovenskem jeziku oddajte preko spletne povezave.

Kaj nudimo:

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 dogodke, neomejene priložnosti za učenje in razvoj.

Predani smo raznolikosti in vključenosti

Novartis si prizadeva ustvariti izjemno, vključujoče delovno okolje in oblikovanje raznolikih timov, saj ti predstavljajo naše bolnike in skupnosti, ki jih oskrbujemo.

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

Slovenia

Site

Ljubljana

Company / Legal Entity

SI19 (FCRS = SI019) Novartis farmacevtska proizvodnja d.o.o.

Alternative Location 1

Barcelona Gran Vía, Spain

Alternative Location 2

Hyderabad (Office), India

Alternative Location 3

Prague, Czech Republic

Alternative Location 4

Warsaw, Poland

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Temporary (Fixed Term)

Shift Work

No

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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.

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4. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Ljubljana/International-Trade-Analyst--m-f-d---Analitik-mednarodne-trgovine--m--d-_REQ-10049818-1
5. mailto:diversity.inclusion_slo@novartis.com
6. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Ljubljana/International-Trade-Analyst--m-f-d---Analitik-mednarodne-trgovine--m--d-_REQ-10049818-1