

Vodja ITOT Aseptika Ljubljana (m/ž/d) / Head ITOT Ljubljana Aseptics (m/f/d)

Job ID
REQ-10052503
May 28, 2025
Slovenia

Summary

#LI-Onsite

Interni naziv pozicije / Internal job title: Vodja ITOT Proizvodne lokacije/ ITOT Site Head

Kot Vodja ITOT za Aseptiko v Ljubljani boste odgovorni za vodenje organizacije Site ITOT, zagotavljanje vzpostavitve, vzdrževanja in izboljšanja avtomatizacije in IT procesov, povezanih s nadzornimi sistemi, opremo, IT aplikacijami in pripomočki na lokaciji. Vloga je sedenje na lokaciji in vključevanje vodstvene ekipe za razumevanje strategije lokacije, prednostnih nalog in izzivov, ki ji omogočajo, da vodi načrt avtomatizacije in digitalizacije spletnega mesta.

We are seeking a Head ITOT in Ljubljana Aseptics. In this role, you will be responsible for leading the Site ITOT organization, ensuring the establishment, maintenance, and improvement of automation and IT processes related to control systems, equipment, IT applications and utilities on site. The role is sitting on the site and engaging Site Leadership Team to understand site strategy, priorities and challenges that enables the role to drive site Automation & Digitalization roadmap.

About the Role

Vaše ključne odgovornosti:

- Odgovoren za vodenje digitalnega in avtomatiziranega načrta za lokacijo za vsa področja, da se zagotovi, da lokacija doseže pričakovane koristi naložb v digitalizacijo in avtomatizacijo.
- Vodenje ITOT tima proizvodne lokacije, ki jo sestavljajo sodelavci za avtomatizacijo in IT sodelavci.
- Usklajevanje z globalnimi in regionalnimi ITOT vodji pri strateški usmeritvi ITOT za proizvodno lokacijo.
- Sodelovanje z globalnimi ITOT skupinami za podporo pri izvajanju projektov in pobud.
- Zagotoviti učinkovito uvajanje in uvajanje globalnih digitalnih rešitev in rešitev za avtomatizacijo na ravni

lokacije.

- Komuniciranje in usklajevanje s ključnimi poslovnimi deležniki v vodstvu proizvodne lokacije pri operativnih in projektnih dejavnostih.
- Upravljanje proračuna in portfolia projektov za skupino.
- Podpora kapitalskim projektom in nemoten prehod na operacije.
- Zagotavljanje pripravljenosti na revizijo proizvodne lokacije za IT in OT.
- Zagotovitev neprekinjene podpore in visoke zanesljivosti za ITOT sisteme.

Vaš doprinos k delovnem mestu:

- Diploma iz računalništva, informacijske tehnologije, avtomatizacije, inženiringa ali sorodnega področja.
- Najmanj 4 leta izkušenj na področju avtomatizacije ali IT v okolju GMP Pharma.
- Dobro poznavanje sistemov avtomatizacije in IT infrastrukture
- Močne vodstvene sposobnosti in sposobnosti vodenja ekipe
- Odlične komunikacijske in medosebne spretnosti
- Dokazane izkušnje pri upravljanju proračunov in projektnih cevovodov
- Poznavanje predpisov GMP in standardov skladnosti
- Sposobnost sodelovanja z večfunkcionalnimi skupinami in ključnimi deležniki

Z izbranim kandidatom bomo sklenili delovno razmerje za **nedoločen čas** s poskusno dobo **6 mesecev**.
Prijavo oddajte z življenjepisom v slovenskem in angleškem jeziku.

Ugodnosti in nagrajevanje: Konkurenčen plačni paket, letni bonus, fleksibilen način dela z možnostjo prilagajanja urnika in delom od doma, pokojninska shema, shema nagrajevanja in priznanja dosežkov, razširjeni program promocije zdravja na področju telesnega, duševnega in fizičnega počutja (iniciativa Polni življenja), številne 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.

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. Prosimo, vključite tudi podatek o številki razpisa, na katerega se prijavljate.

Key Responsibilities:

- Overall accountable to drive digital & automation roadmap for the site for all areas, to ensure site achieves expected benefits of digital and automation investments
- Manage the site ITOT team consisting of automation and IT associates
- Align with the Global and Platform ITOT Leads on the ITOT strategic direction for the site
- Work with the Global ITOT teams to support delivery of projects and initiatives.
- Ensure effective deployment and adoption of global digital & automation solutions on site level
- Communicate and coordinate with key stakeholders in the site leadership team on both operational and project activities.
- Manage the budget and project pipeline for the team.
- Support capital projects and smooth transitions to operations
- Ensure site audit readiness for IT and OT
- Ensure 24x7 Support and high reliability for ITOT systems

Essential Requirements:

- Bachelor's degree in Computer Science, Information Technology, automation, engineering or a related field.
- Minimum of 4 years of experience in Automation or IT, in a GMP Pharma environment.
- Strong knowledge of automation systems and IT infrastructure
- Strong leadership and team management skills
- Excellent communication and interpersonal skills
- Proven experience in managing budgets and project pipelines
- Familiarity with GMP regulations and compliance standards

- Ability to collaborate with cross-functional teams and key stakeholders

We offer **permanent employment** with **6 months** of probation period. Submit your application with the CV in Slovenian and English language.

Benefits and Rewards: 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 (Well-being), 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.

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.

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

CTS

Location

Slovenia

Site

Ljubljana

Company / Legal Entity

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

Functional Area
Technology Transformation
Job Type
Full time
Employment Type
Regular
Shift Work
No
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