

Tehnik inženiringa lokacije I (m/ž/d)/Engineering Technician I (m/f/d)

Job ID

REQ-10054646

Jun 11, 2025

Slovenia

Summary

V novem Novartisovem proizvodnem obratu Ljubljana Aseptika, znotraj ekipe Proizvodnega inženiringa iščemo novega_o sodelavca_ko za delovno mesto Tehnik inženiringa lokacije I (m/ž/d).

Vaše delovne naloge bodo vezane na podporo in sodelovanje pri investicijskem projektu v nov proizvodni obrat, ter na področje vzdrževanja in kvalifikacij proizvodne opreme in sistemov.

Na področju vzdrževanja boste odgovorni za sodelovanje pri izvajanju inženirskih dejavnosti (načrtovanje, izvedba, vzdrževanje itd.) v okviru svojega tehničnega področja z uporabo zanesljivih in stroškovno učinkovitih tehničnih rešitev in zagotavljanje tehnične kakovosti za doseganje splošnih ciljev lokacije/projekta, skladno z zakonodajo, internimi predpisi, dobrimi praksami in poslovnimi cilji.

English:

At the new Novartis production site Ljubljana Aseptics, within the Production Engineering team, we are looking for a new colleague for the position of Engineering Technician I (m/f/d).

Your work tasks will be related to supporting and participating in the investment project for the new production facility, as well as in the area of maintenance and qualification of production equipment and systems.

In the area of maintenance, you will be responsible for participating in the execution of engineering activities (planning, implementation, maintenance, etc.) within your technical field by applying reliable and cost-effective technical solutions and ensuring technical quality to achieve the overall site/project objectives, in compliance with legislation, internal regulations, good practices, and business goals.

About the Role

Vaše ključne odgovornosti:

- Sodelovanje pri zagonih in kvalifikacijah nove opreme.
- Načrtovanje in podpora vzdrževalnih in kalibracijskih aktivnosti.
- Priprava operativne tehnične dokumentacije (npr. navodila za vzdrževanje, načrti, operativni listi ...).
- Odgovornost za razpoložljivost orodij, rezervnih delov itd. za vzdrževanje/kalibracijo.

- Nadzor in izvajanje delovnih procesov, povezanih z vzdrževanjem, v skladu z inženirskimi standardi, vključno z vzdrževalnimi deli, preventivnim in korektivnim vzdrževanjem opreme in sistemov.
- Vzdrževanje natančnih podatkov v CMMS (npr. VIS/SAP PM, SAP MM ...).
- Pregledovanje in izpolnjevanje dokumentov o vzdrževanju/kalibraciji.
- Sodelovanje z ostalimi deležniki v procesu projekta in vzdrževanja.
- Podpora pri notranjih in zunanjih revizijah.
- Druge naloge po navodilu nadrejenega in naloge na podlagi posebnega imenovanja.

Vaš doprinos k delovnem mestu:

- Vsaj srednješolska stopnja izobrazbe tehnične smeri (strojne, elektro ali druge ustrezne smeri).
- Minimalno 3 leta delovnih izkušenj na področju vzdrževanja.
- Zaželeno osnovno znanje angleškega jezika in tekoče znanje slovenskega jezika.
- Poznavanje orodja MS Office.

Z izbranim kandidatom bomo sklenili delovno razmerje za **nedoločen čas** s poskusno dobo **6 mesecev**.

Zakaj Novartis?

Naš namen je soustvarjati medicino za izboljšanje in podaljševanje življenja ljudi, naša vizija pa je postati najbolj cenjeno in zaupanja vredno farmacevtsko podjetje na svetu. Kako lahko to dosežemo? S pomočjo naših ljudi. Prav naši sodelavci nas vsak dan spodbujajo, da dosežemo svoje ambicije. Postanite del te misije in se nam pridružite! Več na spodnji povezavi: <https://www.novartis.com/about/strategy/people-and-culture>

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.

Pridružite se naši mreži Novartis: V kolikor se ne prepoznate v zgornjem opisu delovnega mesta, vas vabimo, da se vpišete na spodnji povezavi v Novartisovo bazo talentov saj lahko tako vašo vlogo upoštevamo za podobne pozicije v prihodnosti: <https://talentnetwork.novartis.com/network>

English version:

Your key responsibilities:

- Participation in the commissioning and qualification of new equipment.
- Planning and support of maintenance and calibration activities.
- Preparation of operational technical documentation (e.g., maintenance instructions, plans, operational sheets, etc.).
- Responsibility for the availability of tools, spare parts, etc., for maintenance/calibration.
- Supervision and execution of work processes related to maintenance, in accordance with engineering standards, including maintenance work, preventive and corrective maintenance of equipment and systems.
- Maintenance of accurate data in the CMMS (e.g., VIS/SAP PM, SAP MM, etc.).

- Reviewing and completing maintenance/calibration documentation.
- Collaboration with other stakeholders in the project and maintenance process.
- Support during internal and external audits.
- Other tasks as instructed by the supervisor and tasks based on special appointments.

What you will bring to the role:

- At least a secondary school level of education in a technical field (mechanical, electrical, or other relevant disciplines).
- A minimum of 3 years of work experience in the field of maintenance.
- Basic knowledge of English and fluent knowledge of Slovenian is desirable.
- Familiarity with MS Office tools.

We offer **permanent employment** with **6 months** of probation period.

Commitment to Diversity & Inclusion:

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

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:

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), 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.

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

Slovenia

Site

Ljubljana

Company / Legal Entity

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

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

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. <http://www.novartis.com/about/strategy/people-and-culture>
5. <http://talentnetwork.novartis.com/network>
6. <https://www.novartis.com/about/strategy/people-and-culture>
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