

Tehnolog proizvodnih procesov II (m/ž/d) / Process Expert II (m/f/d)

Job ID

REQ-10055755

Jul 01, 2025

Slovenia

Summary

Job Description Summary

#LI-Hybrid

Kot Tehnolog proizvodnih procesov II boste odgovorni za zagotavljanje strokovne pomoči proizvodnji, obvladovanje in optimizacije proizvodnih procesov ter upravljanje procesnih tehnologij in izdelkov. Sodelovali boste pri stalnem izboljševanju kakovosti in produktivnosti, v skladu s trenutno veljavnimi GMP predpisi, SOPji ter veljavnimi smernicami in funkcijskimi standardi (npr. ZVO). Podpirali boste nemoteno delovanje proizvodnje, s ciljem izboljšati kakovost, in skladnost in robustnost procesa.

We are seeking a Process Expert II. In this role, you will provide front line expert support for all process-specific issues to production within one or more production steps, to participate in execution of processes on-time, continuously improving in quality and productivity, performed in compliance to cGMPs, SOPs and applicable guidelines and functional standards (e.g. HSE...). Support smooth operation of production, with the aim of improving quality and compliance.

About the Role

Vaše ključne odgovornosti:

Glavne odgovornosti:

- Zagotavljanje strokovne podpore za vprašanja in izzive, povezane s procesi in proizvodnjo.
- Usklajevanje in sodelovanje pri zagotavljanju pravočasnega dokončanja vseh proizvodnih postopkov v skladu z dokumentacijo in pravili dobre proizvodne prakse (GMP).
- Zagotavljanje pravočasne strokovne podpore proizvodnji v primeru tehničnih težav in skrb za takojšnje izvajanje ustreznih korektivnih ukrepov.
- Spremljanje procesov in ugotavljanje morebitnih trendov ter pravočasno ukrepanje ob opaženih negativnih trendih.
- Zagotavljanje sistematičnega ter pravočasnega posodabljanja proizvodne dokumentacije za potrebe redne proizvodnje, projektnih časovnic in/ali validacij skladno z zahtevami GMP.
- Skrb za prenos informacij in povečanje ozaveščenosti timov v proizvodnji ob težavah ali spremembah, ki imajo vpliv na tehnične dejavnike, kakovost ali ZVO.
- V primeru imenovanja izvajanje usposabljanj in izobraževanj.

- Po potrebi skrb za prenos znanja.
- Udeležba na vseh usposabljanjih oz. izobraževanjih, ki so zahtevana za to delovno mesto, shranjevanje ustreznih dokazil o usposabljanju.
- Druge naloge po navodilu nadrejenega in naloge na podlagi posebnega imenovanja.

Vaš doprinos k delovnem mestu:

- Najmanj Univerzitetna diploma iz kemijskega inženirstva, farmacevtske tehnologije, kemije, farmacije ali drug, podobne znanstvene smeri.
- Zaželen magisterij ali ustrezne izkušnje.
- Aktivno znanje angleškega jezika in znanje lokalnega jezika.
- Poznavanje orodja Microsoft Office.

Zaželene izkušnje:

- Poznavanje orodij Excel, Word, Outlook
- Vozniški izpit B kategorije

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.

Preberite naš priročnik, da spoznate načine, s katerimi bomo spodbujali vaš osebni in profesionalni razvoj:
<https://www.novartis.com/careers/benefits-rewards>

Zakaj Novartis: Pomagati bolnikom in njihovim družinam zahteva več kot le inovativno znanost. Potrebna je skupnost zavzetih ljudi, kot ste vi. V Novartisu cenimo sodelovanje, podporo in navdihovanje drug drugega za razvoj prebojnih terapij, ki spreminjajo življenja pacientov. Ste pripravljeni ustvariti svetlejšo prihodnost skupaj z nami? <https://www.novartis.com/about/strategy/people-and-culture>

Pridružite se Novartisu: Ni pravo delovno mesto za vas? Prijavite se v našo bazo talentov, da ostanete v kontaktu z nami in se seznanite z ustreznimi kariernimi priložnostmi takoj, ko se pojavijo:
<https://talentnetwork.novartis.com/network>

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.

Major Accountabilities:

Main activities:

- Provide front line expert support for issues and challenges, related to processes and production.

- Coordinate and participate in ensuring the completion of all production operations on time, in accordance with the documentation and in compliance with GMP.
- Ensure on time shop floor support as an expert on technical problems and ensuring that appropriate immediate corrective actions are implemented.
- Monitor processes, identify possible trends and ensure timely interventions in the event of observed negative trends.
- Ensure that all production documents, project timelines and/or validations are systematically and timely up to date for the need of regular production, in compliance with GMP.
- Transfer of information and increase awareness of production teams following problems or modifications having a technical, quality or HSE impact.
- Knowledge transfer if applicable.
- Responsibility for personal and professional development.
- Other tasks as assigned by the supervisor, and tasks based on a specific appointment.

Essential Requirements:

- BSc. in Engineering, Pharmaceutical Technology, Chemistry, Pharmacy or equivalent scientific degree.
- Desirable MSc. or equivalent experience.
- Fluent in English and proficient in site local language.
- Driving license B category.

Desirable Requirements:

- Advanced knowledge about Ms Excel, Outlook, Word

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.

Read our handbook to learn about all the ways we'll help you thrive personally and professionally:

<https://www.novartis.com/careers/benefits-rewards>

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?

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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.

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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>

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Innovative Medicines
Location
Slovenia
Site
Mengeš
Company / Legal Entity
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Technical Operations
Job Type
Full time
Employment Type
Regular
Shift Work
No
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