

Manufacturing Operations Specialist

Job ID
REQ-10020945
Sep 05, 2024
USA

Summary

This role is responsible for the dispensary area tasks including kitting and material flow, inventory management and other duties required to support the core functions.

Location: Millburn, NJ, LI-Onsite
Multiple positions
Shift: 1st, Sun-Thu or Tue-Sat

About the Role

Key Responsibilities:

- Adhere to all area governing SOPs, WPs, and batch records with a focus on Right First Time performance
- Ensure timely and accurate data entry
- Maintain training compliance
- Ensure value stream support areas are maintained in an “audit ready” state
- Provide “flow to the work” support when required/available
- Ensure equipment cleaning and maintenance is performed per governing SOP requirements
- Escalate any observed compliance or safety issues and support reconciliation of event
- Support monthly and annual cycle count and all site/team projects and initiatives

Essential Requirements:

- High School Degree or GED equivalent
- At least 1 year of related experience in cGMP/FDA regulated industry strongly preferred.
- SAP knowledge preferred
- Must be well organized, flexible and work with minimal supervision.
- Ability to lift up to 50 lbs.
- Alternate shifts, weekends and overtime will be required
- Requires handling of chemicals such as corrosives, solvents & bio-hazardous materials

The pay range for this position at commencement of employment is expected to be between \$59,900 and \$89,900 per year; however, base pay offered may vary depending on multiple individualized factors, including market location, job-related knowledge, skills, and experience. The total compensation package for this position may also include other elements, including a sign-on bonus, restricted stock units, and discretionary awards in addition to a full range of medical, financial, and/or other benefits (including 401(k) eligibility and various paid time off benefits, such as vacation, sick time, and parental leave), dependent on the position

offered. Details of participation in these benefit plans will be provided if an employee receives an offer of employment. If hired, employee will be in an “at-will position” and the Company reserves the right to modify base salary (as well as any other discretionary payment or compensation program) at any time, including for reasons related to individual performance, Company or individual department/team performance, and market factors.

Commitment to Diversity and Inclusion:

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TEst Hello

Division

Operations

Business Unit

Innovative Medicines

Standort

USA

State

New Jersey

Site

Morris Plains

Company / Legal Entity

U014 (FCRS = US014) Novartis Pharmaceuticals Corporation

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

Shift Work

No

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