

# Vodja oskrbe in operacij lokacije (m/ž/d) / Site Supply & Operations Manager (m/f/d)

Job ID  
REQ-10034852  
Jan 10, 2025  
Slovenia

## Summary

#LI-Hybrid

Iščemo novo Vodjo oskrbe in operacij lokacije (m/ž/d), ki je odgovoren za vodenje mesečnega procesa oskrbe in operacij (S&OP) na lokaciji, z namenom odobritve plana proizvodnje v taktičnem horizontu ter zagotavlja optimalno ravnovesje med povpraševanjem in operativnimi viri. Prav tako nosi odgovornost za vodenje operativne odličnosti na področju izboljšanja učinkovitosti, produktivnosti in kakovosti z namenom zagotavljanja konkurenčnosti lokacije skladno z zakonodajo, internimi predpisi, dobrimi praksami in poslovnimi cilji.

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We are seeking a Site Supply & Operations Manager (m/f/d) who is responsible to lead the Supply and Operations (S&OP) monthly process at site level to ensure the validation of a manufacturing plan (production and quality release of active substance) at a tactical horizon, guaranteeing an optimal balance between the demand for active substance and the operational resources. They also lead and manage projects as well as the site operational excellence journey to improve the performance, productivity, quality in order to ensure the site competitiveness in accordance with legislation, internal rules, good practices and business objectives.

## About the Role

### Vaše ključne odgovornosti:

- Vodenje mesečnega S&OP procesa skladno s politiko NOSSCE o procesu S&OP.
- Vodenje usklajevanja na ravni lokacije v primeru različnih predlogov v zvezi z uporabo kapacitet lokacije na srednji in dolgi rok z opredelitvijo razpoložljivih mest v proizvodnji in delitve virov (zaposleni, oprema, material) ob podpori Vodje proizvodne enote.
- Ostale naloge določene z letnim pogovorom o ciljih in naloge na podlagi posebnega imenovanja.
- Razvijanje in izvajanje strategije, ki je usklajena s strategijo NTO.
- Zagotavljanje optimalnega sodelovanja in sinergij med različnimi enotami z namenom nenehnega izboljševanja notranjih procesov in brezhibnega izpolnjevanja poslovnih ciljev.
- Podpora vodji proizvodnje pri razvoju, pregledu in izboljševanju zmogljivosti operativnega planiranja.
- Razvijanje in spremljanje srednjeročne in dolgoročne strategije lokacije skladno s strateško vizijo lokacije in Novartisovih tehničnih operacij (NTO).
- Koordiniranje/vodenje strateških projektov lokacije (vključno s transformacijskimi projekti) in koordiniranje

prenosov izdelkov iz drugih proizvodnih lokacij.

- Usklajevanje dejavnosti med globalnimi operativnimi centri (NOCC) in lokacijo. Zagotavljanje ustrezne ravni sodelovanja.
- Spodbujanje sodelavcev k učenju in uporabi podatkov in tehnologij.

### **Vaš doprinos k delovnem mestu:**

- Univerzitetna izobrazba s področja naravoslovja, farmacije, kemijskega inženirstva ali drugega ustr. področja. Zaželeno dodatna izobrazba s področja ekonomije, vitkega upravljanja ali op. odličnosti.
- Minimalno 5 let delovnih izkušenj s področja vodenja v proizvodnji v GMP okolju ali na primerljivih področjih.
- Aktivno znanje angleškega jezika.
- Poznavanje orodja Microsoft Office.

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

### **Kaj nudimo:**

Konkurenčen plačni paket, letni bonus, fleksibilen način dela, z možnostjo prilagajanja urnika in delom od doma, 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.

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### **Key Responsibilities:**

- Facilitate monthly S&OP process in accordance with the NOSSCE policy on the S&OP process.
- Facilitates the search for alignment at site level in the case of divergent proposals concerning the use of the site's capacities in the medium and long term, by identifying in particular slots available in production and by facilitating the sharing of resources (staff, equipment, material) with the support of the Manufacturing unit Heads.
- Other tasks determined during the annual objectives setting process and tasks based on a specific appointment.
- Develop and implement strategy aligned with NTG/5 strategy.

- Ensure optimal collaboration and synergies among various units to continuously improve internal processes and seamlessly fulfill business objectives.
- Support the Manufacturing Head to develop, review and enhance Operational schedulers planning capabilities
- Develops and follows-up the medium and long term Site strategy in accordance with the strategic vision of the site and Novartis Technical Operations (NTO).
- Coordinate/Lead the strategic projects from site (incl. transformation relevant) and coordinating product transfers from other manufacturing locations.
- Coordinate activities between Global Operations Centers (NOCCs) and the site. Ensure right level of collaboration in place.
- Encourage others to learn about and leverage data and technology.

### **Essential Requirements:**

- University degree in Science, Pharmacy, Chemical Engineering, or other relevant field. Additional education desirable in Economics, Lean Management or Operational Excellence.
- Minimum 5 years of experience in manufacturing management role in GMP environment or other relevant areas.
- Functional knowledge of English. Knowledge of Microsoft Office.

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

### **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 (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.

**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](mailto: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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