

# Equipment Specialist I

Job ID  
REQ-10035891  
Jan 31, 2025  
Singapore

## Summary

As Equipment Specialist , you will be responsible to produce pharmaceutical products by executing assigned activities according to production schedule in compliance with the relevant GMP, work, operating, environmental and safety instructions and guidelines.

## About the Role

### Key Responsibilities:

- Execution of all assigned manufacturing activities according to production schedule and in compliance with the valid GMP, work, operating, environmental and safety instructions and guidelines
- Batch record review on time
- Proper and timely cleaning, preparation and sterilization of the production equipment and production rooms
- Responsible for production area housekeeping (cleaning, tidiness, 5S)
- Sampling, aliquoting, distribution and performing of in-process controls
- Manage the consumables supply necessary for the proper functioning of operations (e.g. filters, resins, connections, bags, reagents, gas, WCB)
- Daily checks of manufacturing equipment, support devices and rooms
- Independent execution of complex setups and changeover of machine components / format parts
- First level support in case of any equipment issue
- On-the-job Equipment Operator Training

### Essential Requirements:

- Minimum Diploma in Engineering or Sciences
- Proficient in English
- No prior experience needed but would be an added advantage
- High level of conscientiousness and care (documentation, order and cleanliness in the workplace)
- Technical and Processes/Products understanding and troubleshooting

### Desirable Requirements:

- Team player with good team spirit
- Constructive way of working, flexibility, solution orientated, responsibility for your own work, deep

understanding of quality

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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 [diversityandincl.india@novartis.com](mailto:diversityandincl.india@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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Division

Operations

Business Unit

Innovative Medicines

Location

Singapore

Site

Tuas South Avenue

Company / Legal Entity

SG12 (FCRS = SG012) Novartis Singapore Pharmaceutical Manufacturing Pte Ltd

Functional Area

Technical Operations

Job Type

Full time  
Employment Type  
Regular  
Shift Work  
No  
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