

# External Analytical Operations Manager (f/m/d)

Job ID  
REQ-10018534  
Sep 03, 2024  
Österreich

## Zusammenfassung

External Analytical Operations Manager (f/m/d), Analytical Operations, Schafftenau, Austria #LI-Hybrid

In this role, you will manage project specific interactions with global external partners and provide scientific support for outsourced projects across global Analytical Development. The jobholder is responsible for planning, forecasting, and has an overview of all ongoing outsourcing activities within the defined segments. Driving and optimizing strategic outsourcing as well as troubleshooting, deviation handling, and writing/reviewing technical documentation are among the assigned responsibilities.

## About the Role

### KEY RESPONSIBILITIES:

Your responsibilities include, but are not limited to:

- Oversee outsourced analytical activities at global external partners
- Manage forecasting of respective projects, and planning at external partners
- Cover project specific interactions with external partners in collaboration with the Analytical Sub-Team
- Provide scientific support for outsourced projects, incl. writing/reviewing technical documentation as well as troubleshooting and deviation handling
- Support Analytical Development in driving strategic outsourcing, and in further improving outsourcing processes as per scope

### ESSENTIAL REQUIREMENTS:

- Education: Degree in science or equivalent (BSc., MSc. or equivalent)
- Languages: Fluent in English (oral and written)
- Pharmaceutical Industry: Demonstrated experience in the pharmaceutical industry, preferably in Analytics and/or R&D
- Project Management: Experienced in managing portfolio projects (e.g., Analytical Expert) and/or external partners (e.g., External Operations Manager)
- Planning: Strong planning- and organizational skills, with a financial acumen
- Communication: Effective communicator with strong presentation and good negotiation abilities
- Team Collaboration: Strong team player with a "team comes first" mindset, adept at working in interdisciplinary teams.
- Adaptability: Quick learner with a passion for acquiring new skills and adapting to change.

Desirable Requirements:

- Experience gained in a Laboratory Environment: Previous experience working in a laboratory setting, ideally

with Biotherapeutics.

- **GMP Experience:** Hands-on experience with Good Manufacturing Practice (GMP) guidelines, ensuring compliance and quality.

### **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:**

You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook. <https://www.novartis.com/careers/benefits-rewards>

In addition to a market-competitive base salary, we offer an attractive incentive program, a modern company pension scheme, childcare facilities, learning and development opportunities as well as worldwide career possibilities within the Novartis group. In accordance with Austrian law, we are obliged to disclose the minimum salary as stated in the collective bargaining agreement. For this position the minimum salary is € 66.800/year (on a full-time basis). We also offer a potential market oriented excess payment in line with your experience and qualifications.

We are open for part-time and job-sharing models and support flexible and remote working where possible.

### **Commitment to Diversity & Inclusion:**

Novartis is committed to building an outstanding, inclusive working environment and diverse teams, representative of the patients and communities we serve.

### **Adjustments for Applicants with Disabilities:**

If because of a medical condition, physical disability or a neurodiverse condition you require an adjustment during the recruitment process, please reach out to [disabilities.austria@novartis.com](mailto:disabilities.austria@novartis.com) and let us know the nature of your request as well as your contact information. The support which we can provide will include advice on suitable positions as well as guidance at all stages of the application process. Austrian law provides candidates the opportunity to involve the local disability representative, Behindertenvertrauensperson (BVP), in the application process. If you would like to request this, please let us know in advance as a note on your CV.

### **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>

Abteilung

Development

Business Unit

Innovative Medicines

Ort

Österreich

Website

Schaftenau

Company / Legal Entity

AT33 (FCRS = AT033) Novartis Pharmaceutical Manufacturing GmbH

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

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