

Equipment Maintenance Technician

Job ID
REQ-10050329

4月 28, 2025

China

摘要

Execute maintenance activities within technical area of expertise, utilise reliable and cost-effective technical solutions, ensure technical quality to enable the overall equipment operation objectives. 发挥专业技能, 提供可靠经济的技术解决方案, 执行设备的维护维修工作, 确保设备运营目标的高质量达成。

About the Role

关键职责 Key Accountabilities :

- Know and be Complaint with the site HSE, quality compliance and asset management requirements and SOPs at equipment area

了解并遵守设备相关的安全环境, 质量法规和资产管理方面的要求和流程。

- Provide machine functionality and productivity guarantee to production equipment operation.

提供设备功能和效率的可靠保障。

Risk based approach (FMECA) to maintenance (maintenance plans, task lists and spare parts management) and optimise the preventive maintenance.

风险分析的方法(设备失效模式风险分析)进行维护(维护计划,任务列表以及相关备件管理)及优化预防维护。

Ensure appropriate and effective technical support to the following:

确保对于以下人员合适及有效的技术支持:

To the first line operation (e.g. Operation skills, Operation Asset Care).

支持一线操作 (例如设备操作技能, 一线资产维护)。

To the Planner to achieve a high level of planned maintenance.

配合计划员以达到高级别的计划维护。

To the Reliability Engineer in analyzing technical and proposing improvements.

配合可靠性工程师在技术分析和建议改进。

To the Spare parts keeper to achieve accurate stock data.

配合备件管理员实现准确的备件库存数据。

- Coaching technicians and operators for knowledge sharing, operation and maintenance improvement, standardize the machine operations, improve team capability

指导技术员和操作员的技术分享, 操作维护的标准化, 提升团队能力。

- Correctly execute and continuous optimize the equipment preventive maintenance; be professional at root cause finding out of technical Deviations, machine break downs; lead develop continuous maintenance improvements.

正确执行设备维护保养并不断优化,
高技能的找到技术偏差或者设备故障的原因并有效解决,不断优化设备维护。

- Lead small scale equipment investment projects, Kaizen

负责小规模的设备投资项目, 技术革新。

- Develop efficient plan and execution of spare parts stock and consumption;

有规划的制定和执行高效的备件库存和使用。

- Managing effectiveness with equipment service suppliers

有效的设备供应商服务管理。

- Carry out Qualifications and ensure Change Controls of machines, equipment and installations.

执行确认和确保设备, 机器和安装的变更控制。

- Assure up-to-date SOPs, comply with cGMP.

确保最新的SOP, 符合cGMP。

- Establish and maintain comprehensive technical documentation libraries and technical data files.

建立和维护综合的技术文档和技术数据。

- To be a good team player, share knowledge, write technical procedures.

作为一个良好的组员, 分享知识, 撰写技术规程。

- Maintain good relationship with colleagues, satisfy the customer requirements.

维护良好的同事关系, 满足客户要求。

Key Performance Indicators (Indicate how performance for this role will be measured) **关键绩效指标 (说明如何衡量该职位的绩效)**

- All activities be Complaint with the site HSE, quality compliance and asset management requirements and SOPs at equipment area

行为符合相关的安全环境, 质量法规和资产管理方面的要求和流程。

- Highest safety standard implemented during projects and operations, no critical findings in HSE audits, no LTI and SIF.

在设备运营或项目执行中遵循严格的安全标准, 没有关键的安全发现项, 没有安全失时和严重工伤事件。

- Equipment Reliability Key indicators (Mean time between failure, Mean time to repair).

设备可靠度指标的达成度(平均故障时间, 平均维修时间)

- Target achievements at Quality deviations and product rejects related to equipment.

设备技术相关的质量偏差和产品损失方面的目标达成度。

- Cost effectiveness and best utilization of resources.

成本优化和资源的有效利用。

- Operation and maintenance optimization, simplification and standardization.

运营和维护的优化，简化，标准化。

- Efficient spare part stock and consumption management

经济高效的备件库存和使用管理。

- Quality and completeness of technical documentation.

技术文档的质量和完整性。

- Good Leadership and communication skills.

优秀的领导和沟通能力。

基本职位要求 basic requirements：

- 对机械原理，机械设计加工，自动化控制和设备运营有兴趣。 Be interested in machine and automation, mechanical design and construction, maintenance operations.
- 具备高度责任心，并持续学习，不断进步。 High ownership and accountability, continue to learn and progress.
- 具备高度的执行力和动手力，在实践中检验思路和设想。 High ability of execution and job hands on, turn ideas into reality.
- 具备机械工程，机电及自控类经验或相关教育背景。 Be experienced or interested in mechanical and electrical engineering jobs or education backgrounds.
- 诚实可信，团结协作。 Be trustable and teamwork.
- 有良好的信息传递和人员沟通能力。 Be good at information expressing and people communication.
- 英文读写能力，基础交流。 Read and Write English, basic communication.

教育背景和工作经验要求 education and working background：

- 大专以上学历。 College education background.
- 有制药行业设备技术类经验者优先。 Welcome for candidates with pharmaceutical equipment technology background.

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部门
Operations

Business Unit
Universal Hierarchy Node

地点
China

站点
Changping County (Beijing)

Company / Legal Entity
CN06 (FCRS = CN006) Beijing Novartis Pharma Co., Ltd

Functional Area
Technical Operations

Job Type
Full time

Employment Type
正式

Shift Work
No

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