

Equipment Operator

Job ID
REQ-10051848

11月 20, 2025

Switzerland

摘要

-Equipment Operator -Execute assigned manufacturing tasks and activities according to production schedule to enable the timely production of product with the quality and quantity in compliance with the relevant GMP, safety and environmental guidelines. -Service Operator -Execute assigned manufacturing tasks and activities according to production schedule in compliance with the relevant GMP, safety and environmental guidelines. Perform routine operational support activities according the manufacturing process and schedule and enable the timely production of product with the quality and quantity -Documentation Specialist Admin -The Documentation Specialist Admin manages the modification, editing, distribution, review and archiving of GMP manufacturing documents and the edition of the Batch records in order to deliver them to Production in the quality and within the deadlines. The Documentation Specialist Admin ensures a set of administrative tasks necessary for the proper functioning of the unit.

About the Role

Major accountabilities:

- Equipment Operator -Participation to the manufacturing processes -Execution of all assigned activities according to production schedule and in compliance with the valid GMP, work, operating, environmental and safety instructions and guidelines.

Key performance indicators:

- Deadlines: compliance with production planning, execution of tasks on time -Quality: Amount of errors in production documents edited or updated and in batch record review -Time management for shop floor where required

Minimum Requirements:

Work Experience:

- Operations Management and Execution.
- Collaborating across boundaries.
- Functional Breadth.

Skills:

- Transportation.
- General HSE Knowledge.
- Knowledge of GMP.
- Art Curator.
- Transportation Classification (i.e. IATA or DOT) expertise.
- Manufacturing Process Execution.

Languages :

- English.

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部门
Operations

Business Unit
Production / Manufacturing

地点
Switzerland

站点
Basel (Land)

Company / Legal Entity
C049 (FCRS = CH049) Novartis Pharma Schweizerhalle AG

Functional Area
Technical Operations

Job Type
Full time

Employment Type
Temporary (Fixed Term)

Shift Work
No

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