

## Supply Chain Coordinator (Temporal 18 months)

Job ID  
REQ-10052134

5月 21, 2025

Panama

### 摘要

-Responsable de los procesos de datos maestros del sitio destinados a garantizar la creación y el mantenimiento precisos y oportunos de los datos maestros en el sistema ERP, de acuerdo con los requisitos locales y globales.

-El planificador de materiales impulsa el proceso de compra táctica de todos los materiales para garantizar la disponibilidad de materiales y la viabilidad del plan de ejecución de acuerdo con la política de inventario del sitio.

### About the Role

#### Key Responsibilities:

- Coordinate Supply Plan and Purchase Orders: Develop the supply plan and issue purchase orders for all ACC countries.

- Communication: Maintain good communication with Country Account Managers, Logistic experts, and plant Customer Service.
- Shipment Follow-Up: Track all Product Supply shipments from PO placement to arrival at country warehouses.
- Support S&OP Process: Actively support the S&OP process in the CPO, focusing on high performance in Forecast Accuracy through Data Analytics.
- ERP Transactions: Ensure correct execution of demand and supply planning transactions in the ERP Mainframe (SAP/RR) for the CPO portfolio.
- SAP Super User: Perform the SAP Super User Role for the SAP R/3 demand planning and purchasing module.
- Coordination with Marketing and Finance: Plan, supply, and distribute medical samples for the direct business portfolio in coordination with Marketing Franchises and finance.
- Lifecycle Events and Launches: Contribute to the execution of lifecycle events and launches within the local organization.
- KPI Calculation and Reporting: Calculate and report monthly KPIs for Demand & Supply Planning, including Inventory Projection, MOC, CSL/SAR, WO projection, and BD&L OTIF.
- Continuous Improvement and Compliance: Ensure alignment with local policies and procedures, contribute to continuous improvement activities, and ensure compliance with financial controls.

#### Minimum requirements.

- University Degree in Business Administration or Engineering or similar. MBA or CPIM desirable.
- Fully bilingual (English/Spanish).
- + 2 years in demand planning, production planning & control, strategic sourcing, or supply chain positions/activities. Highly skilled in information management tools & ERP systems
- S&BP knowledge
- Product Life-cycle Management
- Inventory Management
- Knowledge of relevant tools and systems (SAP, Kinaxis, Futurecast, Excel, Project)

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部门

Operations

Business Unit

Innovative Medicines

地点

Panama

站点

Panama

Company / Legal Entity

PA13 (FCRS = PA013) Novartis Panama, S.A.

Alternative Location 1

Av. Amazonas (Pharmaceuticals / GDD / NTO / CTS), Ecuador

Alternative Location 2

Santiago, Chile

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

Shift Work

No

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