

Associate Expert - Science and Technology (Sample Management)

Job ID
REQ-10055466

6月 18, 2025

USA

摘要

The Sample Management Associate is responsible for managing and tracking samples and other tasks associated related to sample management within Technical Research and Development laboratories (TR&D).

About the Role

Key Responsibilities

- Manage internal and external lab testing performed by TR&D including contracting and invoicing.
- Work with various teams to define budgets for sample testing
- Manage long term and short-term sample forecasts.
- Manage sample logistics for internal and external testing labs.
- Responsible for development, maintenance, and on-boarding of a LIMS system and training

other users on LIMS system.

- Tracking and reporting Key Performance Indicators for analytical sample testing.
- Data management, including gathering and reporting data from testing labs to the requestor.
- Look for opportunities to implement operation excellence and continuous improvement.
- Manage material requests and sample inventory.
- Proactively communicate status, issues, and action to appropriate parties.
- Adhere to all EH&S policies, procedures, and guidelines.
- Other related duties as assigned.

Essential Requirements:

- Bachelor ' s degree in Business, Supply Chain Management, Program Management or related discipline with 2 years of related experience.
- Experience with project management systems, LIMS, and other operational/organizational planning tools.
- Strong teamwork, interpersonal, and communication skills.
- Ability to work effectively across different functions within the organization.
- Excellent computer skills, proficient with Microsoft Word, Excel, and PowerPoint.

The salary for this position is expected to range between \$73,500 and \$136,500 per year.

The final salary offered is determined based on factors like, but not limited to, relevant skills and experience, and upon joining Novartis will be reviewed periodically. Novartis may change the published salary range based on company and market factors.

Your compensation will include a performance-based cash incentive and, depending on the level of the role, eligibility to be considered for annual equity awards.

US-based eligible employees will receive a comprehensive benefits package that includes health, life and disability benefits, a 401(k) with company contribution and match, and a variety of other benefits. In addition, employees are eligible for a generous time off package including vacation, personal days, holidays and other leaves.

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>

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部门

Development

Business Unit

Innovative Medicines

地点

USA

状态

North Carolina

站点

Durham

Company / Legal Entity
U014 (FCRS = US014) Novartis Pharmaceuticals Corporation

Functional Area
Research & Development

Job Type
Full time

Employment Type
Regular

Shift Work
No

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