

## ITOT Senior Specialist Process Excellence

Job ID  
REQ-10057791

7月 22, 2025

Spain

### 摘要

#LI-Hybrid

Primary Location: Barcelona, Spain

Other Locations: Ljubljana, Slovenia; Prague, Czech Republic.

Relocation Support: Novartis is unable to offer relocation support: please only apply if accessible.

Step into a role where your expertise will shape the future of IT and Operational Technology at Novartis. As a Senior Specialist in Process Excellence, you ' ll be at the heart of driving innovation, compliance, and continuous improvement across global teams. From enhancing project delivery and training strategies to ensuring audit readiness and process governance, your work will directly support our mission to reimagine medicine. If you're passionate about operational excellence and thrive in a collaborative, fast-paced environment, this is your opportunity to make a meaningful impact.

## About the Role

### Major accountabilities:

- Manage and maintain training curricula for ITOT associates in collaboration with the central training team
- Ensure timely completion of training programs across global and local ITOT teams
- Continuously assess and enhance skill development, including initiatives like Copilot Champions
- Oversee deviations, quality events, and incidents related to ITOT applications
- Track and report monthly compliance KPIs in alignment with enterprise compliance platforms
- Ensure audit readiness and inspection preparedness for all ITOT applications
- Lead governance of the Technology Adoption Program to drive innovation and consistency
- Act as the single point of contact for QMS 3.0 strategy in OT processes
- Define, review, and maintain structured documentation for OT processes and procedures
- Support associate engagement initiatives and contribute to ITOT standards and service enhancements

## Essential Requirements

- Minimum 5 years of experience in pharmaceutical operations, quality compliance, or operational excellence
- Proven ability to manage training programs and compliance in a regulated environment
- Strong understanding of manufacturing operations and digital technologies
- Experience working with IT/OT applications and tools in a GxP context
- Demonstrated skills in problem solving, proactive thinking, and stakeholder collaboration
- Familiarity with project management methodologies and business analysis techniques
- Ability to analyze and define requirements to support process improvements
- Fluent in English with excellent communication and documentation skills

## Desirable Requirements

- Experience working in a GxP-regulated environment with exposure to audits and inspections
- Familiarity with automation technologies and digital transformation initiatives in pharma operations

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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#### Commitment to Diversity & Inclusion:

We are committed to building an outstanding, inclusive work environment and diverse teams representative of the patients and communities we serve.

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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>

部门

Operations

Business Unit

Universal Hierarchy Node

地点

Spain

站点

Barcelona Gran V í a

Company / Legal Entity  
ES06 (FCRS = ES006) Novartis Farmac é utica, S.A.

Alternative Location 1  
Ljubljana, Slovenia

Alternative Location 2  
Prague, Czech Republic

Functional Area  
Technology Transformation

Job Type  
Full time

Employment Type  
Regular

Shift Work  
No

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