

Maintenance Planner

Job ID
REQ-10061004

9月 03, 2025

USA

摘要

The Maintenance Planner is responsible for planning and scheduling maintenance and calibration work for all equipment and instrumentation at a Biopharmaceutical processing site.

About the Role

365 days a year, we aspire to be the best manufacturer of Cell & Gene therapies to ensure our patients have the treatments they need to live longer, healthier lives.

This role is located on-site in Morris Plains, NJ. Novartis is unable to offer relocation support for this role.

Major accountabilities:

- Creating equipment records, developing maintenance plans and scheduling work to coincide with the production schedule.
- Provides technical support for Maintenance resources and Reliability Maintenance teams.
- Handles special projects and activities as assigned.
- Accountable for deployment and sustainability of site maintenance programs.
- Ensures compliance with all regulations, people safety and product quality.
- Ensures adequate levels of technical expertise to maintain an effective operation.
- Participates in the business planning and budgeting processes.
- Develops short and long-term cost containment/reduction strategies.
- Effectively works with plant production scheduling, operations, and other contracted services to achieve business goals.
- Coordinates, communicates, and interprets policies for technicians to ensure that maintenance work is thoroughly planned, scheduled, scoped, estimated, and are properly staffed and implemented in accordance to plan.
- Maintains an understanding of the department's strengths, weaknesses, and resources, identifying potential organizational problems and opportunities.
- Communicate and reinforce roles and responsibilities of the team and how they support Company/Plant/Department strategies.
- Analyzes work orders by size, urgency, skill set, location, complexity, and available manpower; and assist operations teams by issuing work orders in a sequential flow to individual technicians or work teams. Coordinates the engagement and direction of appropriate subcontractors.
- Provides regular statistical reporting to the management team and client showing quantities evidence of the productive use of the work force.
- Other related job duties as assigned.

The salary for this position is expected to range between \$85,400 and \$158,600 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.

Minimum Requirements:

- BS degree in relevant area with 4 years experience in a relevant manufacturing environment or 8 years relevant experience in lieu of degree.

- Broad exposure to several technical disciplines, such as power transmission, lubrication technology, and electrical/electronic control systems.
- Maintenance experience in a technical capacity with biopharmaceutical processing equipment including; bioreactors, filtration systems, fillers, Clean Room Air Systems.
- Proficient with Microsoft Office (Word, Excel, PowerPoint, Outlook) and other applicable computer software.
- Experience with CMMS Maintenance and Materials Management functionality.
- Experience in developing maintenance plans for both preventive and predictive maintenance.
- Experience in Reliability Centered Maintenance Techniques and application to manufacturing equipment.
- Extensive experience in Root Cause Failure Analysis techniques and application.
- Experience participating in the budget process (creation and delivery).

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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include the job requisition number in your message.

部门

Operations

Business Unit

Universal Hierarchy Node

地点

USA

状态

New Jersey

站点

Morris Plains

Company / Legal Entity

U014 (FCRS = US014) Novartis Pharmaceuticals Corporation

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

Shift Work

No

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