

Warehouse Team Lead

Job ID
REQ-10065715

10月 31, 2025

USA

摘要

The Warehouse Team Lead is responsible for leading their respective shift operation including personnel to ensure all production supply tasks are completed per the finite schedule daily. The Team Lead will be the main contact for all department material requests outside of the finite schedule. The Team Lead is also responsible to oversee all safety procedures and ensure general warehouse organization.

About the Role

Location: This position will be located in Durham, NC and will be full time on-site. Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you.

Shift: This role is on a 12-hour rotating Night Shift; 6 pm - 6 am (2 days on, 2 days off, 3 days on)

Company will not sponsor visas for this position.

Key Responsibilities:

- Coach and develop Warehouse Technicians including hands-on training for continuous improvement.
- Serve as the main point of contact for the manufacturing shift leaders, the Finite Scheduler, Logistics team leaders.
- Oversee and execute daily/weekly Finished Product Shipping, including all related ERP system transactions and Teams communications for confirmation of scheduled activities.
- Oversee inventory control procedures, including executing weekly cycle counts to ensure inventory accuracy.
- Attend daily morning production meeting and serve as the primary contact for the Warehouse.
- Support all internal material requests from Manufacturing (MFG), Quality Control (QC), Technical Research and Development (TRD), and Manufacturing Science & Technology (MS&T) from various source documents.
- Conduct monthly safety walks as scheduled by the HSE team and report all good catches, incidents, etc. via the Enablon HSE/net system.
- Provide documentation for product damages, inventory discrepancies and/or product quality issues as necessary to the Incoming Quality team.
- Communicate with the incoming shift Lead all important information and/or tasks necessary to ensure production support and/or project completion.
- Operate with minimal supervision and perform other related duties as assigned.

Requirements:

- High School diploma with 3 years of pharmaceutical warehouse material handling experience.
- B.S. degree is preferred.
- ERP system experience.
- Prior experience with the KANBAN system is preferred.
- Experience leading others, including scheduling and managing time off, is preferred.
- Forklift certification: certified trainer preferred.
- Strong written and oral communication skills, detail oriented.
- Physically able to safely lift and move materials up to 50 lbs.
- Ability to work well in a team setting.
- Ability to maintain a professional work environment.

Novartis Compensation and Benefit Summary:

The salary for this position is expected to range between \$23.99 and \$44.56 per hour.

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.

#LI-Onsite

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>

Join our Novartis Network: Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <https://talentnetwork.novartis.com/network>

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>

EEO Statement:

The Novartis Group of Companies are Equal Opportunity Employers. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status.

Accessibility & Reasonable Accommodations

The Novartis Group of Companies are committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the application process, or to perform the essential functions of a position, please send an e-mail to us.reasonableaccommodations@novartis.com or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

部门
Operations

Business Unit
Universal Hierarchy Node

地点
USA

状态
North Carolina

站点
Durham

Company / Legal Entity
U473 (FCRS = US473) Novartis Gene Therapies

Functional Area
Technical Operations

Job Type
Full time

Employment Type
Regular

Shift Work
No

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