

QA Systems Officer - Training

Job ID
REQ-10068321

12月 15, 2025

Netherlands

摘要

#LI-Onsite

Location: Baarle Nassau, Netherlands

Relocation Support: This role is based in Baarle Nassau, Netherlands. Novartis is unable to offer relocation support: please only apply if accessible.

Step into a role where your expertise shapes the future of training excellence. As the QA Officer / Training Responsible Person, you ' ll be the driving force behind ensuring our teams are equipped with the knowledge and skills to deliver life-changing medicines. From designing and maintaining curricula to implementing global training programs, you ' ll collaborate across functions, lead improvement initiatives, and act as the trusted training SME for the site. Your work will directly impact compliance, quality, and operational success—making you an essential partner in our mission to reimagine medicine in the innovative world of radiopharmaceuticals.

About the Role

Key Responsibilities

Training SME:

- Act as the training subject matter expert and single point of contact for the site.
- Maintain accurate training records and procedures and oversee archiving of documentation.
- Conduct training needs assessments to identify skill gaps and improvement opportunities.
- Support operational managers with training assignments and curricula maintenance.
- Collaborate with stakeholders to align training programs with organizational goals.
- Develop and implement local training plans and quality system documents.
- Deliver key onboarding training sessions

Documentation Coordinator: including back-up of Documentation SME:

- Responsible for processing of GxP documentation (new and updates) in electronic document management systems
- Archiving oversight and processing of all GxP documentation on-site

General QA Systems:

- Own and support on QA Systems related quality records.
- Assist in audits and inspections while driving continuous improvement projects.

Back-up QA Operation officer

- Act as a back-up for specific QA Operational tasks from the QA Operations Officers (depending on assessment of needs of the teams)

Essential Requirements

- Bachelor ' s degree (minimum HBO)
- Excellent organizational skills with ability to manage multiple priorities.
- Effective communication and collaboration skills across diverse teams.
- Eye for detail and precision in execution.

Desirable Requirements

- Initial experience in a GxP environment, preferably in quality assurance or training coordination.
- Strong understanding of GxP principles and quality management systems.
- Experience with learning management systems.
- Familiarity with project coordination.

Commitment to Diversity and Inclusion

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

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>

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

Production / Manufacturing

地点

Netherlands

站点

Baarle Nassau

Company / Legal Entity

NL42 (FCRS = NL042) IDB Holland BV

Functional Area

Quality

Job Type

Full time

Employment Type
Temporary (Fixed Term)

Shift Work
No

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