

Associate Analyst - Quality Operations

Job ID
REQ-10073366

3月 05, 2026

India

摘要

- Supports all GxP activities in the Quality department.
 - Administers Quality Systems/ Processes including documentation, metrics and monitoring of actions.
 - Supports establishment of Quality operational processes.
 - Performs routine GxP Compliance/ Operational activities according to Novartis Quality Standards.
- Supports Quality Projects and initiatives.

About the Role

- Adhere to internal operational requirements such as KPI (Key Performance Indicators) reporting, managing tickets, and following other internal processes and procedures
- Engage in any special tasks or activities needed to fulfil business requirements

- Accuracy in using computer systems, software, and applications related to quality management such as SAP, MS Office, etc.
- Produce and interpret predefined and customized reports in various systems GxP compliant electronic systems (like AGILE PLM, AQWA etc.) and carry out necessary follow-up actions.
- Regularly interact with partners, soliciting feedback on common objectives and deliverables
- Learn and enhance understanding to create data-driven insights
- Comply to the applicable Novartis operating procedures as per legal/ IT/ P&O requirements
- Understanding of QMS including documentation, regulatory requirements, audits, and process improvement.
- Awareness of regulatory affairs and guidelines related to the pharmaceutical industry such as FDA regulations, GMP, GLP, and ICH guidelines.
- Oversee quality compliance, including APQR plans, SharePoint updates, QAA (Quality Assurance Agreement), audit CAPA management, documentation handling, and supplier record management.
- Create and review GxP documents including SOPs, working procedures, trend reports, qualification reports and technical investigations, as and when needed
- Provide active support during internal and external audits
- Identify areas for process improvement, find solutions, and address quality-related problems efficiently.
- Compliantly manage the in-scope training matrix.
- Define system setup and coordinate learning management system maintenance with administrators.
- Handle all in-scope reporting requirements.
- Communicate the availability of learning content to support NTO associates' curiosity and growth.
- Manage local learning events for NTO Operations Hubs and support events at in-scope sites.
- Apply solid instructional design methodology, incorporating adult learning theory, interactive activities, and competency-based evaluations.
- Create engaging learning activities and compelling course content to enhance retention and transfer.

•Top of Form

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: Learn about all the ways we'll help you thrive personally and professionally. [Read our handbook \(PDF 30 MB\)](#)

部门

Operations

Business Unit

Other

地点

India

站点

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Quality

Job Type

Full time

Employment Type

Regular

Shift Work

No

```
function adjustKalturaPlayer() { var deviceWidth = window.innerWidth ||
document.documentElement.clientWidth || document.body.clientWidth; var mediaElement =
document.getElementById("kalturaplayer69a950a43dd7c301527695"); var mediaContainer =
mediaElement.closest('.nc-kaltura-media'); var originalWidth = "1200px"; var originalHeight = "674px";
var originalWidthValue = parseFloat(originalWidth); var originalHeightValue =
parseFloat(originalHeight); var mediaType = "video"; var isResponsive = false; // Get computed styles
of the container element. var parentStyles = window.getComputedStyle(mediaContainer); var
finalWidth = parseFloat(parentStyles.width); if (finalWidth < originalWidthValue) {
var config = { targetId:
"kalturaplayer69a950a43dd7c301527695", provider: { widgetId: "10m7rm1pm", partnerId:
"2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause: false,
allowMutedAutoPlay: false, loop: false }, sources: { options: {}, startTime: 0 }, plugins: { download: {
disable: true }, "playkit-js-transcript":{ position: "right", // Default: bottom;( ' left ', ' right', ' top ', 'bottom' ) to
enable transcript. expandMode: "over", // Default: alongside;( ' alongside', ' hidden ', 'over' )
expandOnFirstPlay: false, showTime: true, downloadDisabled: false, printDisabled: false, disable:
true } }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu: false },
components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets: ['Playback',
'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get:
KalturaPlayer.ui.components.Remove } ] } }; config.plugins.preventSeek = { preventSeekForward:
false, preventSeek: false }; config.plugins.floating = { disable: true }; config.plugins.navigation = {
position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; config.plugins['playkit-
js-hotspots'] = { disable: true }; config.plugins['playkit-js-moderation'] = { disable: true };
config.plugins['playkit-js-info'] = { disable: true }; config.plugins.share = { disable: true };
config.ui.uiComponents = []; config.plugins.googleTagManager = {};
config.plugins.googleTagManager.customEventsTracking = {};
config.plugins.googleTagManager.containerId = 'GTM-57RJQ5';
config.plugins.googleTagManager.customEventsTracking.custom = [];
config.plugins.googleTagManager.customEventsTracking = { preset: { coreEvents: true, UIEvents:
false, playlistEvents: false, castEvents: false } };
```

```
try { var kalturaPlayer = KalturaPlayer.setup(config); // Add the player to the global array. if (typeof
kalturaPlayerVideos !== 'undefined') { kalturaPlayerVideos.push(kalturaPlayer); } else { var
kalturaPlayerVideos = []; kalturaPlayerVideos.push(kalturaPlayer); } // Load the Player for other
media. kalturaPlayer.loadMedia({entryId: "1_dgfvmafo"}); setTimeout(() => {
setupAutoPause(kalturaPlayerVideos); }, 500); function setupAutoPause(players) {
players.forEach((currentPlayer) => { currentPlayer.addEventListener('play', () => {
players.forEach((otherPlayer) => { if (otherPlayer !== currentPlayer && typeof otherPlayer.pause ===
'function') { otherPlayer.pause(); } })); }); }); } catch (e) { console.error(e.message) }
```



VIDEO

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

Accessibility and accommodation

Novartis is 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 recruitment process, or in order to perform the essential functions of a position, please send an e-mail to diversityandincl.india@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Job ID
REQ-10073366

Associate Analyst - Quality Operations

[Apply to Job](#)



Job ID
REQ-10073366

Associate Analyst - Quality Operations

[Apply to Job](#)

Source URL:

<https://www.novartis.com.cn/careers/career-search/job/details/req-10073366-associate-analyst-quality-operations>

List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://www.novartis.com/sites/novartiscom/files/novartis-life-handbook.pdf>
3. <mailto:diversityandincl.india@novartis.com>
4. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Hyderabad-Office/Associate-Analyst---Quality-OperationsREQ-10073366>
5. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Hyderabad-Office/Associate-Analyst---Quality-OperationsREQ-10073366>