

ITOT Lead

Job ID

REQ-10077757

May 13, 2026

LOC_SG

About the Role

Key Responsibilities:

- Responsible for Strategy & Organizational Development, in terms of preparing monthly engineering reports with key KPIs (Capex, Maintenance, HSE and Quality), supporting internal and external audits, implementing technical standards, implementing GOPs, where needed creation of regional / site SOPs & templates, and lead and contribute to equipment, utility, facility improvement projects (e.g. energy efficiency, productivity, environmental compliance, maintenance).
- Focus on Automation, drive Technical Operations and Computer Systems Life Cycle Management of ITOT Systems, and develop & implement recipe authoring aspects of control systems (DCS / MES / Scada / PLC's / Lab applications / Control Networks);
- Design, implement & maintain Historian Configuration for modules / visualization / OPEX;
- Implement Software Change Controls associated with automation / system changes; develop & deliver OT activities (e.g. Backup & Recovery / Patch Management / Remote Access / User Access) and establish & maintain new / modified end-to-end ITOT services / processes / procedures for Automation / Manufacturing / QC equipment
- Develop contractual strategy and framework to manage vendors / contractors and corresponding contracts in operations or project scope
- Responsible for Project Engineering & Control: prepare Equipment Specifications and System Requirements in project (e.g. User Requirement Specification); prepare / execute Project Health & Safety Risk Assessments (Equipment / Process); develop test specification / plan for commissioning & qualification in projects; perform new equipment FAT / SAT / inspections in project; perform provisional and final project handover.

Essential Requirements:

- 10+ years of experience in engineering and ITOT
- Experience in DeltaV DCS / Syncade MES / Siemens PLC's / PI Historian / Control Networks / Control Protocols
- Strong stakeholder management and excellent communication skills
- People management skills with strong ability to provide technical leadership and a passion for people development in technical areas

Desirable requirements:

- AI, Data and Digital mindset
- Operational excellence and continuous improvement mindset

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.

Why Novartis?

Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here:

<https://www.novartis.com/about/strategy/people-and-culture>

Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to learn more about Novartis and our career opportunities, join the Novartis Network here:

<https://talentnetwork.novartis.com/network>

Accessibility and accommodation:

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Role Requirements

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 \(PDF 30 MB\)](#)

Division

DIV_TO

Business Unit

Information Technology

Location

LOC_SG

Site

Tuas South Avenue

Company / Legal Entity

SG12 (FCRS = SG012) Novartis Singapore Pharmaceutical Manufacturing Pte Ltd

Functional Area

FCT_TT

Job Type

Full time

Employment Type

Regular

Shift Work

No

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