

Supply Chain Consultant

Job ID

REQ-10071393

May 18, 2026

LOC_BR

About the Role

Major accountabilities:

- Participate in Global Projects related to Planning activities
- Responsible to consolidate the production plan for your group of products in order to prepare the planning (MPS).
- Make the placement of purchase orders for supplies needed through specific systems and according to the inventory policy and procedures, monitoring all process steps. Ensure supply on time and scheduled quantities.
- Track and prioritize the receipt and approval of local and / or imported materials (together with Quality Assurance and W&D areas).
- Is responsible for Monthly Demand Review Meeting (midterm horizon 3 to 24 months) incl. demand assumptions, recognizing trends, showing variances to last demand submissions, as input to Supply Review meeting
- Analyze the monthly report "slow no movers", suggesting and aligning with finance team the necessary actions in order to avoid loss of material, as well as contribute to the reduction of inventory items.
- Track and monitor the key performance indicators (KPI's) results of the group of products under its responsibility, analyzing and justifying distortions, as well as making suggestions for achieving and/or exceeding established goals and objectives.
- Observe and comply with the policies and procedures established in relation to the activities of its operating area.
- Contribute/Support Life Cycle Activities as Launches, Transfer, Pruning and BD&L projects.
- Timely creation and maintenance of the master data in the ERP System
- Acts as the point of contact for the GOCA process and all order-related topics.
- Manages backlog and backorders between the Site and customers/ next supply points and ensures direct communication with Customer and internal and external stakeholders.
- Third-party workforce management: Proven experience managing third-party staff/contractors (e.g., customs brokers, warehouse or field contractors), including onboarding, task assignment, performance monitoring, issue resolution, and ensuring compliance with company policies and SLAs.
- Import expense review & approval: Demonstrated experience reviewing, validating, and approving import-related expenses.
- Documentation & controls: Ability to maintain complete audit-ready records for import transactions and related invoices; identify discrepancies, request corrections, and escalate exceptions appropriately.
- Cross-functional coordination: Experience coordinating with Procurement, Finance, Logistics, and external partners.

Key performance indicators:

- Inventory Management, Gap Analysis, Cost Efficiency and efficiency of supply processes
- Customer Service Level
- Stock-outs
- Inventory Coverage
- SC Costs
- Write offs
- Forecast Accuracy and Bias
- OTIF, Stock Adherence
- PCE and HC Budget Targets, Warehouse and Distribution Budget
- Launch & Transfer Execution (Life-cycle timelines, etc)

- LCM projects status (on track)
- On time launch
- Strong interface between NTO and Franchise/Commercial Operations (feedback).

Minimum Requirements:

Work Experience:

- Experience in supply chain function
- Functional Breadth
- Operations Management and Execution

Skills:

- Data Analytics and Digital
- Inventory Management
- Logistics and Transportation Management
- Master Data
- Operational Excellence
- Order Management
- Resilience and Risk Management
- SAP ERP
- Supply Chain management
- Supply Chain Planning

Languages:

- English.

Role Requirements

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Division

DIV_TO

Business Unit

Product Supply Chain

Location

LOC_BR

Site

Santo Amaro

Company / Legal Entity

BR03 (FCRS = BR003) NOVARTIS BIOCENCIAS S.A

Functional Area

FCT_TO

Job Type

Full time

Employment Type

Regular

Shift Work

No

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