

Process Expert (m/f/d)

Job ID

REQ-10082632

Jul 30, 2026

LOC_AT

About the Role

Major accountabilities:

- Act as Subject Matter Expert (SME) for the product and process. Provide front line expert support for all process-specific issues to production
- Point of contact for different customers within dedicated projects
- Coordinate and ensure the completion of all production operations on time, in accordance with the documentation and in compliance with GMP, SSE and 5S rules Operation Scheduler
- Responsible to provide a feasible plan to the shop floor in terms of materials and capacity availability
- Establish optimized sequence of orders within the Planning Time Fence and keep it up to date, based on rules agreed by manufacturing, Quality and other support functions and in accordance with Customer requirements
- Provide the planning status in the daily production meeting
- Manufacturing Systems Expert -Define User requirement specifications (Voice of customer)
- Design and create electronic batch files (EBR) with respect for quality, costs and deadlines
- MBR / BOM/ Recipe creation in production IT systems
- Participate in the qualification and risk assessment processes and ensure audit readiness

Essential Requirements:

- Biotechnology, Chemical or Process Engineering Degree.
- Technical understanding of downstream processing concepts.
- Analytical and Data skills.
- Stakeholder management skills.
- Fluent in German and English.

Rewards

You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook.

<https://www.novartis.com/careers/benefits-rewards >

In addition to a market-competitive base salary, we offer an attractive incentive program, a modern company pension scheme, childcare facilities, learning and development opportunities as well as worldwide career possibilities within the Novartis group

In accordance with Austrian law, we are obliged to disclose the minimum salary as stated in the collective bargaining agreement. For this position the minimum salary is € 59,781.96 /year (on a full time basis). We also offer a potential market oriented excess payment in line with your experience and qualifications.

The salary offered is determined based on gender-neutral objectives, such as relevant skills, competencies and experience in accordance with the Novartis pay setting policy and upon joining Novartis will be reviewed periodically.

In addition to your base salary, you may be eligible for a performance-based bonus depending on certain performance parameters. Further details will be provided during the application process.

Pay equity is a fundamental principle of our employment policy and reflects our commitment to create a diverse, equitable and inclusive environment that treats all employees with dignity and respect, as outlined in our Code of Ethics.

Note: Benefits and compensation may vary by country and are subject to local legal requirements, including provisions of collective bargaining agreements where applicable. A full overview of your compensation package, including any relevant collective bargaining agreement details applicable to your role based on your employment location and Novartis employer entity, will be communicated separately to you during the application process.

Commitment to Diversity and Inclusion / EEO paragraph:

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

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 \(PDF 30 MB\)](#)

Primary location salary range

€60,978.00 - €89,300.00

Division

DIV_TO

Business Unit

Production / Manufacturing

Location

LOC_AT

Site

Kundl

Company / Legal Entity

AT33 (FCRS = AT033) Novartis Pharmaceutical Manufacturing GmbH

Functional Area

FCT_TO

Job Type

Full time

Employment Type

Temporary (Fixed Term)

Shift Work

No

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