

Warehouse Shipping Specialist

Job ID

REQ-10081224

Jul 27, 2026

LOC_US

About the Role

#LI-Onsite

Location: Morris Plains, NJ

Relocation Support: This role is based in Morris Plains, NJ. Novartis is unable to offer relocation support: please only apply if accessible.

Key Responsibilities

- Review, validate, and maintain material, customer, and vendor master data to ensure data accuracy.
- Partner with requestors to verify master data requirements and resolve discrepancies.
- Generate and monitor warehouse key performance indicator reports to support operational performance.
- Coordinate inbound and outbound material movements to maintain uninterrupted product supply.
- Ensure shipping activities are executed accurately in accordance with customer and business requirements.
- Update and maintain SAP Enterprise Resource Planning data related to warehouse and logistics operations.
- Reporting of technical complaints, adverse events and special case scenarios related to Novartis products within 24 hours of receipt.

Essential Requirements

- High school diploma or equivalent required; additional education in supply chain, logistics, or a related field preferred.
- Experience supporting supply chain, warehouse, logistics, or manufacturing operations in a regulated environment.
- Working knowledge of Good Manufacturing Practice requirements and documentation standards.
- Experience using SAP Enterprise Resource Planning systems to manage logistics, inventory, or master data activities.
- Strong understanding of warehouse operations, material movements, shipping, and inventory management processes.
- Proven ability to manage multiple priorities while maintaining accuracy, compliance, and attention to detail.

Desirable Requirements

- Experience supporting pharmaceutical, biotechnology, or other highly regulated manufacturing environments.
- Familiarity with warehouse performance metrics, continuous improvement initiatives, and operational excellence methodologies.

Compensation and Benefits

The salary for this position is expected to range between \$57,800 and \$107,300 per year.

The final salary offered is determined based on factors like, but not limited to, relevant skills and experience, and upon joining Novartis will be reviewed periodically. Novartis may change the published salary range based on company and market factors. Your compensation will include a performance-based cash incentive and, depending on the level of the role, eligibility to be considered for annual equity awards. US-based eligible employees will receive a comprehensive benefits package that includes health, life and disability benefits, a 401(k) with company contribution and match, and a variety of other benefits. In addition, employees are eligible for a generous time off package including vacation, personal days, holidays and other leaves.

To learn more about the culture, rewards and benefits we offer our people click [here](#).

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

Production / Manufacturing

Location

LOC_US

Site

Morris Plains

Company / Legal Entity

U014 (FCRS = US014) Novartis Pharmaceuticals Corporation

Functional Area

FCT_TO

Job Type

Full time

Employment Type

Regular

Shift Work

No

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