

Process Expert (m/f/d)

Job ID

REQ-10087818

Sep 23, 2026

LOC_AT

About the Role

Key Responsibilities:

- Ensure manufacturing of high quality products on time, safe and efficient in the area of responsibility within the Process Support Unit.
- Coordinate equipment qualification and cleanroom-related activities.
- Handle deviations, implement and coordinate defined actions, and implement approved change requests.
- Create and maintain life-cycle documents to ensure compliance, accuracy, and inspection readiness.
- Represent the company as a Subject Matter Expert (SME) during Health Authority (HA) inspections.
- Collaborate with cross-functional departments and manage stakeholders to align expectations and resolve issues efficiently.
- Manage local administration of service providers for cleaning and gowning.
- Collaborate on and manage improvement projects in the production environment.
- Demonstrate a strong awareness of quality and a proactive, self-directed work approach.

Essential Requirements:

- Bachelor's degree in a scientific or technical field such as Biotechnology, Biology, Chemistry, Pharmacy, Process Engineering, or a related discipline.
- Strong interest in technical processes, automation, engineering or manufacturing environments.
- High learning agility with the ability to quickly understand new concepts, systems, and technologies.
- Proactive mindset with a willingness to take initiative and seek continuous improvement opportunities.
- Strong problem-solving skills and a structured approach to technical challenges.
- Effective communication skills and the ability to collaborate in cross-functional and diverse teams.
- Fluent English communication skills, both written and spoken.
- Native-level German language skills.

Please submit your application documents, including your CV, in both German and English.

Benefits & Rewards

At Novartis, we're committed to reimagining medicine together - and rewarding the people who make it happen.

Expected Annual Base Salary Range for role: € 60.978,00 do € 89.300,00

The base 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.

The rewards of being part of our team go far beyond base pay and incentives. We also offer a variety of competitive benefits in kind to help you thrive personally and professionally, such as insurance plans, retirement plans, wellbeing resources and global recognition programs. In addition, we provide flexible and hybrid working options, where possible, and minimum 14 weeks paid parental leave.

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.

Read our brochure to learn more about our global total rewards offering:
https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf

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.

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 € 60.977,70 /year (on a full time basis). We also offer a potential market oriented excess payment in line with your experience and qualifications.

Accessibility and accommodation

If because of a medical condition, physical disability or a neurodiverse condition you require an adjustment during the recruitment process, please reach out to disabilities.austria@novartis.com and let us know the nature of your request as well as your contact information. The support which we can provide will include advice on suitable positions as well as guidance at all stages of the application process. Austrian law provides candidates the opportunity to involve the local disability representative, Behindertenvertrauensperson (BVP), in the application process. If you would like to request this, please let us know in advance as a note on your CV.

Role Requirements

Primary location salary range
€60,978.00 - €89,300.00

Division
DIV_TO
Business Unit
Production / Manufacturing
Location
LOC_AT
Site
Schaftenau
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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