NOVARTIS

OT Quality Associate

Job ID
REQ-10082014
Aug 26, 2026
LOC_BE

About the Role

Key Responsibilities:

- Responsible for User Access reviews and management of user groups; Technical audit trail reviews (TATR); Incident reviews.
- Support and follow-up of CAPAs and deviations, verify and update OT procedures, restructure these SOPs, including creation of a clear graphical overview and interlinking; manage Automation Operational Handbooks, Create AOHs for our most important OT systems.
- Manage exceptions, including patching and shared privileged accounts.
- Manage server licenses and certificates.
- Manage Vendor onboarding (VSQAPS) and vendor support.
- Support internal and external audits.

- Strategy & Organizational development: Support internal and external audits, and lead or contribute to improvement projects for equipment, utilities and facilities
- Supplier & Contract Management: Select suppliers and contractors while taking the appropriate strategy into account; establish supplier contracts, SLAs and MSCs; manage project suppliers, contractors and third parties.

Essential Requirements:

- Degree in engineering (Dipl. Ing. / M.Sc. / B.Sc.) or equivalent.

- 5+ years experience in OT Quality / CSV essential, including 3+ years of experience in pharma.
- Good experience and understanding in PLC, SCADA, automation, CSV, OT CSV
- Experience in User Access reviews and management of user groups; Technical audit trail reviews (TATR); Incident reviews.
- Project management and technical knowledge, including automation, with proven ability to deliver safe, effective and fully compliant projects.
- Advanced HSE and GxP / QA knowledge.
- Fluent in English and Dutch.

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.

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: 61,300.00 EUR to 113,900.00 EUR

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.

Role Requirements

Primary location salary range
€61,300.00 - €113,900.00
Division
DIV_TO
Business Unit
Information Technology
Location
LOC_BE
Site
Puurs
Company / Legal Entity
BE13 (FCRS = BE013) Novartis Manufacturing NV
Functional Area
FCT_TO
Job Type
Full time
Employment Type
Regular
Shift Work
No
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Job ID
REQ-10082014

OT Quality Associate

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