

QA Specialist Operations

Job ID
REQ-10066264

11月 24, 2025

Austria

摘要

QA Specialist Operations manages quality aspects and projects within area of responsibility, ensures and supports overall GxP conformity and Compliance with the Novartis Quality Management Systems.

This is a 50% part-time job.

About the Role

Major accountabilities:

- Perform batch record review (BRR) and ensure timely, GMP-compliant batch release in alignment with regulatory requirements
- Oversee completeness and accuracy of production and QC documentation, including preparation of release packages

- Support exception investigations and resolve documentation gaps in collaboration with cross-functional teams
- Drive continuous improvement initiatives (OpEx), including process optimization and digitalization (e.g., transition to electronic batch records)
- Analyze recurring documentation issues and implement standardization measures to prevent errors
- Prepare for audits and inspections, ensuring compliance with cGxP and data integrity standards
- Actively participate in QA meetings to monitor progress, identify bottlenecks, and ensure on-time release
- Oversight of all production and testing activities ensures compliance with cGxP.

Minimum Requirements:

- Experience in Quality Assurance, Manufacturing, or a GMP-regulated environment, preferably within the pharmaceutical industry
- Experience with release processes, batch record review
- Familiarity with GMP regulations, audit preparation, and quality documentation
- Hands-on experience working with cross-functional teams (e.g., Manufacturing, QC, Engineering)
- Preferred: Experience with SAP, 1QEM, or other QA-relevant systems
- fluent German is required, English language desired

Benefits and Rewards:

Read our handbook to learn about all the ways we 'll help you thrive personally and professionally: <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 € 47.532,24 /year (on a full-time basis). The actual salary will be significantly higher, as we strive to maintain a competitive position in the market and consider your previous experience, qualifications and individual competencies.

We are open for part-time and job-sharing models and support flexible and remote working where possible.

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.

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 inclusion.switzerland@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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>

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部门
Operations

Business Unit
Quality

地点
Austria

站点
Kundl

Company / Legal Entity
AT33 (FCRS = AT033) Novartis Pharmaceutical Manufacturing GmbH

Functional Area
Quality

Job Type
Part time

Employment Type
Regular

Shift Work
No

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Adjustments for Applicants with Disabilities

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.

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