

Logistics Planning Specialist (Temporal 8 months)

Job ID
REQ-10073693

3月 11, 2026

Mexico

摘要

Plan, prepare, and execute time-critical shipments for Radioligand Therapy (RLT) products, ensuring compliance. Coordinate courier bookings, documentation, GPS assignment, and data quality to achieve safe, on-time delivery from our manufacturing sites to destinations worldwide.

About the Role

Key responsibilities:

- Batch build-up in system. Build accurate, complete, and timely batch plans in the system for production. Optimize logistics options, validate against master data, manage last-minute requests or adjustments, and handle individual CDMO orders as required.
- Courier booking and coordination. Book and confirm courier services, send pre-alerts and shipping documents, verify capacity, track handover to the courier, and ensure a GPS device

is available and active for each shipment.

- Documentation preparation. Prepare and verify all required documentation, including the Dangerous Goods Declaration (DGD), Air Waybill (AWB), Bill of Lading (BOL), Pro forma Invoice (PI), etc. Ensure accuracy and compliance with applicable transport regulations such as DOT and IATA.
- Stakeholder coordination. Keep manufacturing sites, couriers, and internal teams informed through clear handoffs, proactive status updates, and timely escalations.
- Issue and disruption management. Identify potential risks early, execute mitigation protocols, trigger playbooks, and coordinate recovery actions with clear communication and timely updates.

Main Requirements:

- Communication and stakeholder management. Clear verbal and written updates with couriers, manufacturing sites, supply chain teams, and leadership.
- Time management and adaptability. Prioritize multiple shipments and adjust to changing cut-offs, processes, and tools.
- Attention to detail. High accuracy in documentation and data entry, ensuring compliance and right-first-time execution.
- Data literacy and problem solving. Interpret and manage data to identify risks, maintain accuracy, and support decision making.
- Dangerous Goods compliance. Knowledge of Class 7 handling, and documentation requirements.
- Logistics systems and documentation. Proficiency with order management and shipment tracking tools, and accurate preparation of DGD, AWB, BOL, and PI.
- Collaboration and teamwork. Work effectively across functions and with external partners to keep operations coordinated and on time.

Preferable Requirements:

Current DOT (49 CFR) and IATA DGR certifications; Power Query proficiency.

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 \(PDF 30 MB\)](#)

部门
Operations

Business Unit
Production / Manufacturing

地点
Mexico

站点
INSURGENTES

Company / Legal Entity
MX06 (FCRS = MX006) Novartis Farmac é utica S.A. de C.V.

Functional Area
Technical Operations

Job Type
Full time

Employment Type
Regular

Shift Work
No

```
function adjustKalturaPlayer() { var deviceWidth = window.innerWidth ||
document.documentElement.clientWidth || document.body.clientWidth; var mediaElement =
document.getElementById("kalturaplayer69c0c3d9d8fbe776072266"); var mediaContainer =
mediaElement.closest('.nc-kaltura-media'); var originalWidth = "1200px"; var originalHeight = "674px";
var originalWidthValue = parseFloat(originalWidth); var originalHeightValue =
parseFloat(originalHeight); var mediaType = "video"; var isResponsive = false; // Get computed styles
of the container element. var parentStyles = window.getComputedStyle(mediaContainer); var
finalWidth = parseFloat(parentStyles.width); if (finalWidth < originalWidthValue) {
var config = { targetId:
"kalturaplayer69c0c3d9d8fbe776072266", provider: { widgetId: "10m7rm1pm", partnerId:
"2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause: false,
allowMutedAutoPlay: false, loop: false }, sources: { options: {}, startTime: 0 }, plugins: { download: {
```

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disable: true }, "playkit-js-transcript":{ position: "right", // Default: bottom;( ' left ', ' right', ' top ', 'bottom ' ) to
enable transcript. expandMode: "over", // Default: alongside;( ' alongside', ' hidden ', 'over ' )
expandOnFirstPlay: false, showTime: true, downloadDisabled: false, printDisabled: false, disable:
true } }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu: false },
components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets: ['Playback',
'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get:
KalturaPlayer.ui.components.Remove } ] } }; config.plugins.preventSeek = { preventSeekForward:
false, preventSeek: false }; config.plugins.floating = { disable: true }; config.plugins.navigation = {
position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; config.plugins['playkit-
js-hotspots'] = { disable: true }; config.plugins['playkit-js-moderation'] = { disable: true };
config.plugins['playkit-js-info'] = { disable: true }; config.plugins.share = { disable: true };
config.ui.uiComponents = []; config.plugins.googleTagManager = {};
config.plugins.googleTagManager.customEventsTracking = {};
config.plugins.googleTagManager.containerId = 'GTM-57RJQ5';
config.plugins.googleTagManager.customEventsTracking.custom = [];
config.plugins.googleTagManager.customEventsTracking = { preset: { coreEvents: true, UIEvents:
false, playlistEvents: false, castEvents: false } };

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try { var kalturaPlayer = KalturaPlayer.setup(config); // Add the player to the global array. if (typeof
kalturaPlayerVideos !== 'undefined') { kalturaPlayerVideos.push(kalturaPlayer); } else { var
kalturaPlayerVideos = []; kalturaPlayerVideos.push(kalturaPlayer); } // Load the Player for other
media. kalturaPlayer.loadMedia({entryId: "1dgfvmafo"}); setTimeout(() => {
setupAutoPause(kalturaPlayerVideos); }, 500); function setupAutoPause(players) {
players.forEach((currentPlayer) => { currentPlayer.addEventListener('play', () => {
players.forEach((otherPlayer) => { if (otherPlayer !== currentPlayer && typeof otherPlayer.pause ===
'function') { otherPlayer.pause(); } } ); } ); } } catch (e) { console.error(e.message) }

```





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