

## Vodja strateških projektov (m/ ž /d) / Operations Lead (m/f/d)

Job ID  
REQ-10074523

4月 07, 2026

Slovenia

### 摘要

#LI-Hybrid

Lokacija / Location: Mengeš, Slovenija

Kot vodja strateških projektov boste podpirali vodjo globalnih operativnih centrov pri pretvarjanju strateških prednostnih nalog v konkretne poslovne rezultate. To boste dosegli z določanjem taktičnih in poslovnih prioritet, uvajanjem ukrepov za izboljšanje poslovnih uspešnosti ter vodenjem ključnih strateških projektov, ki povečujejo vrednost poslovanja. Pri tem boste delovali skladno z zakonodajo, internimi predpisi, dobrimi praksami in zastavljenimi poslovnimi cilji.

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We are seeking a Operations Lead to support the Head of Global Operations Centers in translating strategic priorities into business performances by setting tactical/operational priorities, driving

measures of operational performance and leading strategic business projects to maximize the value of operations. You will help to build-up and lead the Novartis Global Service Hub and provide standard services to the NTO sites across platforms globally in accordance with legislation, internal rules, good practices and business objectives. Management and development of associates.

Ta vloga je locirana v Mengeš, Slovenija. Novartis za to delovno mesto ne nudi podpore pri selitvi, zato prosimo, da se prijavite le, če vam je ta lokacija dostopna.

This role is based in Mengeš, Slovenia. Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you.

## About the Role

Vaš ključna odgovornosti:

Prenos in uresničevanje strategije Tehničnih dejavnosti pri projektih in vodenje izvajanja potrjenega portfelja projektov.

- Sodelovanje z glavnimi funkcijami v s ciljem razviti paleto/portfelj priložnosti za izboljšave, prednostna obravnava le-teh in zagotavljanje uspešne izvedbe za izpolnitev poslovnih potreb.
- Zagotoviti vodenje/podporo globalnim/strateškim projektom, ki se izvajajo v imenu globalnih OC.
- Oceniti in spremljati stanje, napredek in težave v zvezi z vsemi potrjenimi projekti, namenjenimi izboljšavam, vključno z merstvom za green belts/ za kandidate v celotni organizaciji.
- Zagotoviti okvirje in vodenje projektov, ki so potrebni za razvoj poslovne odličnosti in z njo povezanih koristi.
- Proaktivno komuniciranje z deležniki glede naštov, napredka, odstopanj in korektivnih ukrepov za doseganje ciljev na programih. Zagotoviti neprekinjeno in pregledno komunikacijo kom.(komuniciranje?) v vseh OC in .
- Odgovornost za identifikacijo in skupno rabo najboljših praks ter njihovo vključitev v načrt za nadaljnjo uporabo v vseh funkcijah.
- Odgovornost za načrtovanje in upravljanje virov (število zaposlenih in proračun) za določene funkcije/lokacije. Pregledati in pretehtati zahteve za sredstva in izdatke za dodeljene funkcije/lokacije.
- Upravljanje zahteve po številu zaposlenih, dejavnosti na področju zaposlovanja skupaj s predstavnikom kadrov in spremljanje ciljev glede števila zaposlenih za določeno funkcijo/lokacijo.
- Odgovornost za upravljanje/vodenje finančnih zahtev in proračuna za dodeljeno funkcijo/lokacijo. Pripraviti najnovejše ocene za trenutni letni proračun in za prihodnje proračune.

Vaš doprinos k delovnem mestu:

- Visoko šolska izobrazba na področju operativnega upravljanja ali druge primerne izobrazbe
- Aktivno znanje angleškega jezika.
- Poznavanje orodja Microsoft Office.
- 5 let izkušenj z upravljanjem multifunkcijskih projektov, upravljanje programov in sprememb z notranjimi in zunanjimi deležniki.

Z izbranim kandidatom bomo sklenili delovno razmerje za nedoločen časposkusno dobo 6 mesecev. Prijavo oddajte z življenjepisom v slovenskem in angleškem jeziku.

Ugodnosti in nagrajevanje:

Konkurenčni plačni paket, letni bonus, fleksibilen način dela z možnostjo prilagajanja urnika in deloma od doma, pokojninska shema, možnost vključitve v kolektivno zdravstveno zavarovanje, shema nagrajevanja in priznanja dosežkov, razširjeni program promocije zdravja na področju fizičnega in duševnega dobrega počutja ter delovne obremenitve (Polni življenja), številne priložnosti za učenje in razvoj.

Preberite naš priročnik, da spoznate načine, s katerimi bomo spodbujali vaš osebni in profesionalni razvoj: <https://www.novartis.com/careers/benefits-rewards>

Predani smo raznolikosti in vključenostiNovartis si prizadeva ustvariti izjemno, vključujoče delovno okolje in oblikovanje raznolikih timov, saj ti predstavljajo naše bolnike in skupnosti, ki jih oskrbujemo.

Zakaj Novartis: Pomagati bolnikom in njihovim družinam zahteva več kot le inovativno znanost. Potrebna je skupnost zavzetih ljudi, kot ste vi. V Novartisu cenimo sodelovanje, podporo in navdihovanje drug drugega za razvoj prebojnih terapij, ki spreminjajo življenja pacientov. Ste pripravljeni ustvariti svetlejšo prihodnost skupaj z nami?  
<https://www.novartis.com/about/strategy/people-and-culture>

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Key Responsibilities:

- Translates TechOps strategy into business projects and lead implementation of endorsed project

portfolio.

- Collaborate with NTO Global Functions to develop a portfolio of improvement opportunities, prioritize these and ensure successful execution to meet business needs.
- Deploy op. excellence across all functions at the operations centers in collaboration with all NTO Global Functions
- Provide leadership / support to gl./strategic projects on behalf of Global OC.
- Assess and track status, progress & issues for all endorsed improvement projects including the mentorship of Green Belts/candidates throughout the organization.
- Provide framework and project mng. necessary to develop Operational Excellence benefits.
- Communicate proactively with stakeholders regarding plans, progress, deviations and corrective measures to reach targets of program projects. Ensures consistent communication across OC and across NTO.
- Responsible for identifying and sharing best practices and incorporate them into the playbook for future use across functions.
- Accountable for resource planning and management (headcount and budget) for defined functions/locations. Review and challenge resource requests and expenditures for assigned functions/locations.
- Manage headcount requests, staffing activities with P&O representatives and monitor against hc targets for defined function/location.

Essential Requirements:

- University degree in operations management or other relevant degree.
- Fluent in English
- Knowledge of Microsoft Office
- '5 years experience in managing multi-functional Projects, Programs & change Management with internal and external stakeholders

We offer permanent employment with 6 months of probation period. Submit your application with the CV in Slovenian and English language.

Benefits and Rewards:

Competitive salary, Annual bonus, Flexible working schedule, tailored to your needs, possibility to work from home, Pension scheme, possibility of joining collective health insurance scheme, Employee Recognition Scheme, Expanded program for the promotion of health in the field of physical and mental well-being and managing workload (Well-being), Unlimited learning and development opportunities.

Commitment to Diversity and Inclusion: Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

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

Slovenia

站点

Mengeš

Company / Legal Entity

SI19 (FCRS = SI019) Novartis farmacevtska proizvodnja d.o.o.

Functional Area  
Technical Operations

Job Type  
Full time

Employment Type  
Regular

Shift Work  
No

```
var config = { targetId: "kalturaplayer69fb37bbdaab5610268804", provider: { widgetId:
"1Qm7rm1pm", partnerId: "2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause:
false, allowMutedAutoPlay: false, loop: false }, sources: { options: {}, startTime: 0 }, plugins: {},
sources: { options: {}, startTime: 0 }, ui: { showCCButton: false, settings: { showQualityMenu: true,
showSpeedMenu: false }, css : "/modules/custom/arcticnckalturaaddon/css/kalturavideo.css",
components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets: ['Playback',
'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get:
KalturaPlayer.ui.components.Remove } ] } }; // Check and add plugins only if they exist if
(KalturaPlayer.plugins["download"]) { config.plugins.download = { disable: true }; } if
(KalturaPlayer.plugins["transcript"]) { config.plugins["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 }; } if (KalturaPlayer.plugins["preventSeek"]) {
config.plugins.preventSeek = { preventSeekForward: false, preventSeek: false }; }
config.plugins.floating = { disable: true }; if (KalturaPlayer.plugins["navigation"]) {
config.plugins.navigation = { position: "right", expandMode: "over", expandOnFirstPlay: false, visible:
false }; } if (KalturaPlayer.plugins["hotspots"]) { config.plugins['playkit-js-hotspots'] = { disable: true }; }
if (KalturaPlayer.plugins["moderation"]) { config.plugins['playkit-js-moderation'] = { disable: true }; } if
(KalturaPlayer.plugins["info"]) { config.plugins['playkit-js-info'] = { disable: true }; } if
(KalturaPlayer.plugins["share"]) { config.plugins.share = { disable: true }; } config.ui.uiComponents =
[]; if (KalturaPlayer.plugins["googleAnalytics"]) { 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 } }; }
```

```
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: "1_dgfvmafo"}); } catch (e) { console.error(e.message) }
```

## Accessibility and accommodation

Novartis is committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to perform the essential functions of a position, please send an e-mail to [diversity.inclusionslo@novartis.com](mailto:diversity.inclusionslo@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://www.novartis.com/sites/novartis.com/files/novartis-life-handbook.pdf>
3. <mailto:diversity.inclusionslo@novartis.com>
4. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Menge/Vodja-stratekih-projektov--m--d---Operations-Lead--m-f-d-REQ-10074523>
5. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Menge/Vodja-stratekih-projektov--m--d---Operations-Lead--m-f-d-REQ-10074523>