

Vodja ITOT Proizvodne lokacije (m/ž/d) / ITOT Site Head (m/f/d)

Job ID

REQ-10073675

mar 12, 2026

Словения

Сводка

#LI-Hybrid

Lokacija / Location: Menges

The Site ITOT Head is responsible for leading the Site ITOT organization in Novartis Mengeš ChemOps site, ensuring the establishment, maintenance, and improvement of automation and IT processes related to control systems, equipment, IT applications and utilities on site. This role is based onsite and works closely with the Site Leadership Team to understand the site's strategy, priorities, and challenges, enabling the development and execution of the Automation and Digitalization roadmap.

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

Key Responsibilities:

- Overall accountability in driving the digital & automation roadmap for the site for all areas, to ensure the site achieves expected benefits of digital and automation investments
- Manage the site ITOT team consisting of automation and IT associates
- Align with the Global and Regional ITOT Leads on the ITOT strategic direction for the site
- Work with the Global ITOT teams to deliver projects and initiatives.
- Communicate and coordinate with key stakeholders in the site leadership team on both operational and project activities.
- Manage the budget and project pipeline for the team.
- Support capital projects and smooth transitions to operations
- Ensure site audit readiness for IT and OT
- Ensure 24x7 Support and high reliability for ITOT systems
- Oversee team performance and provide feedback.

Essential Requirements:

- Bachelor's degree in Computer Science, Information Technology, automation, engineering or a related field.
- Minimum of 7 years of experience in Automation or IT, in a GMP Pharma environment.
- In-depth knowledge of automation systems and IT infrastructure
- Strong leadership and team management skills
- Excellent communication and interpersonal skills
- Proven experience in managing budgets and project pipelines
- Familiarity with GMP regulations and compliance standards
- Ability to collaborate with cross-functional teams and key stakeholders

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

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.

Kot **Vodja ITOT Proizvodne lokacije** boste odgovorni za vodenje organizacije ITOT proizvodne lokacije in zagotavljanje vzpostavitve, vzdrževanja ter izboljšanja avtomatizacije in IT procesov, povezanih z nadzornimi sistemi, opremo, IT aplikacijami in pripomočki na proizvodni lokaciji. Delovanje skladno z zakonodajo, internimi predpisi, dobrimi praksami in poslovnimi cilji. Skrb za vodenje in razvoj sodelavcev.

To delovno mesto je v locirano v Mengšu, Slovenija. Novartis za to vlogo ne more ponuditi podpore pri selitvi, zato prosimo, da se prijavite le, če vam je ta lokacija dostopna.

Vaše ključne odgovornosti:

- Celotna odgovornost za vodenje digitalnega in avtomatizacijskega načrta (roadmap) za lokacijo na vseh področjih, da se zagotovi doseganje pričakovanih koristi digitalnih in avtomatizacijskih naložb.
- Upravljanje ITOT ekipe na lokaciji, ki jo sestavljajo sodelavci s področja avtomatizacije in informacijske tehnologije.
- Usklajevanje z globalnimi in regionalnimi ITOT vodji glede strateške usmeritve ITOT za lokacijo.
- Sodelovanje z globalnimi ITOT ekipami pri izvedbi projektov in iniciativ.
- Komunikacija in koordinacija s ključnimi deležniki v vodstveni ekipi lokacije glede operativnih in projektnih aktivnosti.
- Upravljanje proračuna in seznama (pipeline) projektov ekipe.
- Podpora kapitalskim projektom in zagotavljanje nemotene predaje v operativno uporabo
- Zagotavljanje pripravljenosti lokacije na presoje (audit readiness) za IT in OT.
- Zagotavljanje podpore 24/7 in visoke zanesljivosti ITOT sistemov.
- Nadzor nad uspešnostjo ekipe in podajanje povratnih informacij.

Vaš doprinos k delovnem mestu:

- Univerzitetna stopnja izobrazbe s področja IT, naravoslovno tehnične smeri (strojna, elektro), ekonomske ali druge ustrezne smeri.
- Najmanj 7 let izkušenj na področju avtomatizacije ali IT v GMP farmacevtskem okolju.
- Temeljito poznavanje avtomatizacijskih sistemov in IT-infrastrukture.
- Močne vodstvene sposobnosti in izkušnje z vodenjem ekip.
- Odlične komunikacijske in medosebne veščine.
- Dokazane izkušnje pri upravljanju proračunov in projektnih portfeljev (project pipelines).
- Poznavanje GMP regulative in standardov skladnosti.
- Sposobnost sodelovanja s funkcijsko raznolikimi ekipami in ključnimi deležniki.

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

Ugodnosti in nagrajevanje:

Konkurenčen plačni paket, letni bonus, fleksibilen način dela z možnostjo prilagajanja urnika in delom 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 vključenosti: Novartis 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>

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 \(PDF 30 MB\)](#)

Дивизион

Operations

Business Unit

Information Technology

Место

Словения

Сайт

Mengeš

Company / Legal Entity

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

Functional Area

Technology Transformation

Job Type

Full time

Employment Type

Regular

Shift Work

No

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6. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Menge/Vodja-ITOT-Proizvodne-lokacije--m--d----ITOT-Site-Head--m-f-d-_REQ-10073675