

Warehouse Operator (Shift Base)

Job ID
REQ-10085210
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CША
Available in: English

Сводка

The Warehouse Operator is responsible for keeping GMP records of all materials and products received, stocked, packaged, and shipped at Novartis Radioligand Therapies manufacturing facility in Carlsbad California. They are responsible for providing the correct materials to the production team and finish-good product to couriers inclusive of appropriate labeling within scheduled time frames, and in accordance with local Novartis, RLT site procedures and policies. They will also maintain the correct inventory levels for the manufacturing site.

About the Role

#LI- Onsite

Location: Carlsbad, United States

Relocation Support: This role is based in Carlsbad, United States. Novartis is unable to offer relocation support: please only apply if accessible

Shift: 12-hour shift(s) Sunday to Tuesday, 6:00AM - 7:00PM / 10:00AM – 11:00PM alternating Wednesdays, or Thursday - Saturday 6:00AM - 7:00PM / 10:00AM-11:00PM, (Wednesday alternating every other week). Periodic mandatory overtime may be necessary to ensure process continuity and completion

Key Responsibilities:

- Accurate and timely data entry for GxP documents and ERP transactions. Preparation of shipping, receiving, storage and processing of goods including but not limited to performing periodic inventory cycle & spot counts, reconciliation of discrepancies, and staging of material for production purposes. Load and offload trucks by using industrial equipment and transfer of material to proper storage areas on site and nearby satellite warehouse. Inspect and verify material, labels and documents for completeness and accuracy.
- Actively participate and support all sitewide and cross-functional team projects and initiatives, including supports to create Standard Operating Procedures, Scopes of Work, Training, and other Supply Chain & Operational tasks. Ability to operate all applicable radiation detection equipment training on site for radioactive material handling, receipt and shipment. Need to complete applicable required job specific training, cGMP, HS&E, Dangerous Goods, etc
- Support both Direct/In-direct material ordering and maintaining inventory of warehouse supplies in conjunction with Supply Chain Planning and Procurement. Coordinate the pickup and destruction of both Non-hazardous waste with the completion of DOT & IATA certification training program. Utilize computer systems to reconcile and track materials: MS Dynamics 365, SAP S4 Hana, UPS, FedEx, etc.
- Able to lift up to 25-50 pounds individually, based on average material handling on site.
- Will be cross trained and responsible for packaging operations to support the site finish-good product delivery process.
- Be able to record and organize Supply Chain logistic related documentation neat and accurately on site.
- Familiar and capable of using MS office suite, including Excel, Word, PowerPoint.
- Operation of Company owned/leased vehicles and Powered Industrial Trucks for inventory transfer between nearby satellite warehouse.

Essential Requirements:

- High School Diploma or GED required; Associate degree or undergraduate degree in business or science related field is preferred.
- Minimum 1-2 year experience in Distribution, Warehousing, or Manufacturing in a highly regulated healthcare industry.
- Hazardous shipping training a plus.
- Must be able to work in a flexible schedule, supporting a 24/7 production operation.
- Proficient Microsoft Office and Computer skills.
- Knowledge of procurement/inventory management systems and procedures.
- Excellent customer service skills; display a professional can-do attitude.
- Ability to perform duties with the highest regard for safety, quality, and site protocols/policies/procedures.

Benefits & Rewards:

The salary for this position is expected to range between: \$19.75 and \$36.68, per hour.

The final salary offered is determined based on factors like, but not limited to, relevant skills and experience, and upon joining Novartis will be reviewed periodically. Novartis may change the published salary range based on company and market factors.

Your compensation will include a performance-based cash incentive and, depending on the level of the role, eligibility to be considered for annual equity awards.

US-based eligible employees will receive a comprehensive benefits package that includes health, life and disability benefits, a 401(k) with company contribution and match, and a variety of other benefits. In addition, employees are eligible for a generous time off package including vacation, personal days, holidays and other leaves.

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 \(PDF 30 MB\)](#)

EEO Statement:

The Novartis Group of Companies are Equal Opportunity Employers. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status.

Accessibility & Reasonable Accommodations

The Novartis Group of Companies are 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 application process, or to perform the essential functions of a position, please send an e-mail to us.reasonableaccommodations@novartis.com or call +1(877)395-2339 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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