

Supply Operations Specialist

Job ID
REQ-10085993
сен 10, 2026
CША

Сводка

Location: Morris Plains, New Jersey

Relocation Support: This role is based in Morris Plains, New Jersey. Novartis is unable to offer relocation support: please only apply if accessible.

Join Novartis and help ensure that life-changing therapies reach patients when and where they are needed most. As a Supply Operations Specialist, you will play a critical role by executing tactical buying, material planning, and order management activities that support delivery performance across the supply network. You'll support the evaluation of supply chain operational key performance indicators, master data management, and labeling logistics operations while partnering with cross-functional teams to maintain reliable product supply. This is an exciting opportunity for a supply chain professional who enjoys solving complex challenges, improving processes, and making a meaningful impact on patient care every day.

#LI-Onsite

About the Role

Key Responsibilities

- Establish optimal supply plans to balance customer service, production capabilities, inventory levels, and operational costs.
- Manage timely order fulfillment and coordinate physical shipments with transportation and international trade partners.
- Maintain supply chain key performance indicators and support supplier performance management activities.
- Optimize material requirements planning and maintain planning and master data parameters for active products.
- Ensure order transparency, prioritization, and continuous supply while maintaining appropriate inventory levels.
- Collaborate with procurement, quality assurance, quality control, manufacturing science, and technical operations teams to support supply planning, validation, and development activities.
- Utilize SAP, business intelligence, and reporting tools to communicate supply performance, risks, and potential disruptions.
- Ensure compliance with Novartis policies, Good Manufacturing Practice requirements, transportation regulations, customs requirements, and supply continuity standards.
- Support supplier onboarding, material master data creation, change controls, corrective and preventive actions, and procedure updates.

Essential Requirements

- Bachelor's degree in Supply Chain, Business, Operations, Engineering, Life Sciences, or a related field.
- Minimum 2 to 3 years of experience in supply chain operations – both buying, planning, customer service, or pharmaceutical operations environment.
- Basic knowledge of supply chain and materials management principles, including purchasing, distribution, transportation, import and export, and working capital management.
- Experience using enterprise planning and resource management systems, including supply chain planning and purchasing tools, SAP preferred
- Strong understanding of GMPs and their application within a regulated pharmaceutical environment
- Effective communication and collaboration skills with the ability to work across multiple functions and external suppliers.

Desirable Requirements

- APICS Certified Supply Chain Professional certification.
- APICS Certified in Planning and Inventory Management certification.

The salary for this position is expected to range between \$98,700 and \$183,300 per year. 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.

To learn more about the culture, rewards and benefits we offer our people [click here](#).

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.

Дивизион

Operations

Business Unit

Production / Manufacturing

Место

США

Состояние

New Jersey

Сайт

Morris Plains

Company / Legal Entity

U014 (FCRS = US014) Novartis Pharmaceuticals Corporation

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

Shift Work

No

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