

Regional Supply Chain Coordinator

Job ID
REQ-10085026
авг 20, 2026
Малайзия

Сводка

#LI-Hybrid
Location: Selangor, Malaysia

Ready to make a measurable impact across a complex regional supply chain network? As a Regional Supply Chain Coordinator, you will support support efficient and effective supply chain operations across the APMA region. In this role, you will work closely with country supply chain teams and Global Supply Chain stakeholders - manufacturing sites, external supplier operation, end to end planning, analytic reporting team and operation finance to ensure accurate reporting, strengthen regional processes, support cost discipline and enable strong performance across Customer Service, Inventory, Write-Offs, Harmonized Forecast Accuracy and Personnel Cost Expenditure.

About the Role

Key Responsibilities

- Support delivery of regional supply chain Key Performance targets, including Customer Service Level, Harmonized Forecast Accuracy, Bias, Inventory, Write-Offs, PCE and FTE targets.
- Prepare, refresh and generate monthly regional KPI dashboard reports, including performance analysis and follow-up actions with APMA country organizations.
- Track monthly PCE and FTE actuals versus targets, support budget reviews, validate regional cost center spending and contribute to productivity discussions.
- Consolidate and validate results to generate monthly Customer Service Level result to report MTD and YTD performance, projected future supply risks and presentation materials for global review meetings.
- Weekly refresh regional supply risk files, govern backorder lists and drive bottleneck discussion on order prioritization or issue resolution to mitigate supply backorder risks.
- Collaborate with country supply chain teams, manufacturing sites, ESO, customer service and E2E planning teams to address supply concerns and provide order status updates.
- Support lifecycle management activities such as launches, site transfers and pruning in coordination with global platforms.
- Coordinate planning parameter reviews, including MOQ, lead time, safety stock and remaining shelf-life, ensuring timely validation with country teams.
- Support onboarding of new hires with access to relevant applications, regional reporting processes and standard ways of working.
- Contribute to continuous improvement initiatives to strengthen supply chain processes, reporting quality and regional collaboration.

Essential Requirements

- University degree in Business Administration, Operations, Supply Chain Management, or a related field.
- Fluent written and spoken English, with the ability to communicate effectively across international teams.
- Minimum 3 years of experience in demand and supply planning, or broader supply chain operations.
- Strong end-to-end supply chain understanding, with the ability to review demand and supply gaps, monitor backorder risks and support mitigation actions.
- Strong data analytics and reporting skills, including KPI dashboard refresh, data validation, trend analysis and preparation of clear regional performance insights.
- High attention to detail and commitment to accurate, reliable reporting.
- Effective stakeholder management skills, with the ability to coordinate across country teams, sites and global functions to resolve supply issues and align actions.
- Fluent written and spoken English.

Commitment to Diversity and Inclusion

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<https://www.novartis.com/about/strategy/people-and-culture>

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Дивизион
Operations
Business Unit
Product Supply Chain
Место
Малайзия
Сайт
Selangor
Company / Legal Entity
MY01 (FCRS = MY001) Novartis Corporation (Malaysia) Sdn. Bhd. (19710100054)
Functional Area
Technical Operations
Job Type
Full time

Employment Type
Regular
Shift Work
No

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