

Operativni vodja projektov (m/ž/d) / Operations Lead (m/f/d)

Job ID
REQ-10086535
сен 16, 2026
Словения

Сводка

#LI-Hybrid

Location: Ljubljana, Slovenija

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

Ste pripravljeni prevzeti ključno vlogo pri oblikovanju prihodnosti ene najpomembnejših Novartis lokacij?

Aseptika Ljubljana je edinstvena lokacija v Novartisovi mreži, kjer bodo na voljo vse ključne tehnologije za proizvodnjo aseptičnih zdravil. Kot strateško središče za lansiranje inovativnih terapij boste imeli priložnost soustvarjati rešitve, ki bodo pacientom po vsem svetu prinašale nove možnosti zdravljenja.

Kot Operativni vodja projektov boste tesno sodelovali z vodjo lokacije enota Aseptika in vodstvenim timom lokacije. Vaša naloga bo povezovanje strateških prioritet, operativnih potreb in transformacijskih pobud v konkretne rezultate. Od vodenja projektov za povečanje produktivnosti, poslovne odličnosti in avtomatizacije do usklajevanja ključnih deležnikov in spremljanja izvedbe portfelja projektov, boste igrali osrednjo vlogo pri zagotavljanju poslovne odličnosti, operativne učinkovitosti in dolgoročnega uspeha lokacije.

About the Role

Vaše ključne odgovornosti:

- Pretvarjajte strateške prioritete lokacije v izvedljive projekte z merljivim poslovnim vplivom.
- Vodite in usklajujte portfelj strateških, operativnih ter transformacijskih pobud na lokaciji.
- Partnerstvo z vodjo lokacije in vodstvenim timom pri ključnih poslovnih in operativnih pobudah.
- Sodelujete z globalnimi funkcijami pri identifikaciji in implementaciji priložnosti za izboljšave.
- Zagotavljate učinkovito izvajanje projektov na področju avtomatizacije, robotike in operativne odličnosti.
- Spremljate napredek projektov, upravljate tveganja ter usmerjate korektivne aktivnosti.
- Vzpostavljate ustrezne strukture upravljanja, spremljanja in poročanja za ključne programe.
- Spodbujate nenehne izboljšave ter prenos najboljših praks med funkcijami.
- Optimizirate uporabo človeških, finančnih in procesnih virov za doseganje poslovnih ciljev.
- Zagotavljate skladnost poslovnih procesov z regulatornimi zahtevami in dobro proizvodno prakso.

Vaš doprinos k delovnem mestu:

- Univerzitetna izobrazba na področju poslovne, tehnične ali druge primerne izobrazbe.
- 5 let izkušenj z upravljanjem multifunkcijskih projektov, upravljanje programov in sprememb z notranjimi in zunanji deležniki.
- Odlične komunikacijske in vplivne sposobnosti pri delu z različnimi deležniki.
- Aktivno znanje angleškega jezika
- Poznavanje orodja Microsoft Office.

Zaželele izkušnje:

- Izkušnje sodelovanja z višjim vodstvom v mednarodnem poslovnem okolju.
- Poznavanje proizvodnega okolja, dobre proizvodne prakse in sistemov kakovosti.
- Izkušnje v farmacevtski industriji, prednost je poznavanje aseptičnih proizvodnih procesov

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

Nagrajevanje:

V Novartisu smo zavezani k soustvarjanju prihodnosti medicine ter priznavanju in nagrajevanju ljudi, ki to omogočajo.

Pričakovani letni osnovni razpon plače za delovno mesto:

53,690.00 - 99,710.00 EUR

Osnovna plača se določa na podlagi vnaprej opredeljenih in transparentnih kriterijev, kot so relevantne veščine, kompetence in izkušnje, ne glede na spol, ter v skladu z Novartisovo politiko določanja plač. Po zaposlitvi v Novartisu se plača periodično pregleda v skladu z internimi akti in postopki.

Plačna enakost je temeljno načelo naše kadrovske politike in odraža našo zavezo k ustvarjanju raznolikega, pravičnega in vključujočega okolja, ki vse zaposlene obravnava dostojanstveno in spoštljivo, kot je opredeljeno v našem Kodeksu etike.

Poleg osnovne letne bruto plače so zaposleni upravičeni tudi do spodaj navedenih ugodnosti:

- **Letni bonus**, ki pripada vsakemu zaposlenemu: 15% letne plače.
- **Regres za dopust**: Leta 2025 je znašal 2.496 € (neto). Za leto 2026 znaša 2.678,28 € (neto).
- **Nagrada za poslovno uspešnost**: Leta 2025 je znašala 2.538,64 € (bruto), skupaj z zimskim regresom.
- **Prostovoljno dodatno pokojninsko zavarovanje**: Novartis v Sloveniji zagotavlja prostovoljno dodatno pokojninsko zavarovanje (5,844 % bruto izplačila, letno omejeno na 3.224,18 €).
- **Zavarovanje: Dodatno nezgodno zavarovanje**: V času zaposlitve pri Novartisu je zaposleni 24/7 zavarovan za primer smrti ali invalidnosti, ki bi bila posledica nezgode.
- **Zavarovanje – Specialisti**: Kolektivno zdravstveno zavarovanje, ki omogoča hitro dostop do specialističnih zdravstvenih storitev pri Zavarovalnici Triglav d.d. za vas

in vaše družinske člane.

- **Care Connect:** Program, ki ponuja zaupno, osebno podporo za vaše duševno zdravje in dobro počutje s pomočjo terapij, svetovanj, orodij in še mnogo več.
- Ostale ugodnosti v skladu z zakonom in kolektivno pogodbo: **Prevoz, prehrana ter ostali dodatki.**

Preberite brošuro in izvedite več o našem sistemu nagrajevanja: https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf

Opomba: Ugodnosti se lahko razlikujejo glede na državo ter

so skladni z lokalno zakonodajo, vključno z določili kolektivnih pogodb. Celovit pregled vašega paketa prejemkov, vključno z morebitnimi relevantnimi določbami kolektivne pogodbe, ki veljajo za vašo delovno mesto glede na lokacijo zaposlitve in delodajalca Novartis, vam bo posredovan v okviru nadaljnjih korakov zaposlitvenega postopka.

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 Novartis 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>

Are you ready to take on a pivotal role in shaping the future of one of Novartis' most important manufacturing sites?

Aseptics Ljubljana is a unique site within the Novartis network, bringing together all key technologies required for the production of aseptic medicines. As a strategic hub for the launch of innovative therapies, you will have the opportunity to help shape solutions that provide patients around the world with new treatment options.

As the Operations Lead, you will work closely with the Head of Aseptics Ljubljana and the site leadership team. Your mission will be to translate strategic priorities, operational needs, and transformation initiatives into tangible business results. From leading productivity, operational excellence, and automation projects to coordinating key stakeholders and overseeing the project portfolio, you will play a central role in driving business excellence, operational efficiency, and the site's long-term success.

Key Responsibilities:

- Translate site strategic priorities into actionable projects with measurable business impact.
- Lead and coordinate a portfolio of strategic, operational, and transformational initiatives across the site.
- Partner with the Site Head Aseptics and the Site Leadership Team on key business and operational initiatives.
- Collaborate with global functions to identify and implement continuous improvement opportunities.
- Ensure successful execution of automation, robotics, and operational excellence projects.
- Monitor project progress, manage risks, and drive corrective actions when needed.
- Establish effective governance, tracking, and reporting structures for critical programs.
- Foster a culture of continuous improvement and knowledge sharing across functions.
- Optimize the use of human, financial, and operational resources to achieve business objectives.
- Ensure compliance of business processes with regulatory requirements and Good Manufacturing Practice standards.

Essential Requirements:

- University degree in Business, Engineering, or another relevant field.
- Minimum of 5 years of experience managing cross-functional projects, programs, and change initiatives involving internal and external stakeholders.
- Excellent communication and influencing skills, with the ability to engage diverse stakeholders effectively.
- Fluent written and spoken English.

Desirable Requirements:

- Experience working with senior leadership in an international business environment.
- Knowledge of manufacturing environments, Good Manufacturing Practice (GMP), and quality systems.
- Experience in the pharmaceutical industry; familiarity with aseptic manufacturing processes is considered an advantage.

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

Rewards:

At Novartis, we're committed to reimagining medicine together - and rewarding the people who make it happen.

Expected Annual Base Salary Range for role:

53,690.00 - 99,710.00 EUR

The salary offered is determined based on gender-neutral objectives, such as relevant skills, competencies and experience in accordance with the Novartis pay setting policy and upon joining Novartis will be reviewed periodically.

Pay equity is a fundamental principle of our employment policy and reflects our commitment to create a diverse, equitable and inclusive environment that treats all employees with dignity and respect, as outlined in our Code of Ethics.

In addition to your base salary, you will be eligible for benefits listed below:

- **Annual bonus for all employees:** 15% of annual base salary.
- **Holiday allowance:** In 2025 it amounted to €2,496 (net). For 2026 it amounts to €2,678.28 (net).
- **Yearly performance-based bonus:** In 2025 it amounted to €2,538.64 (gross), including the winter allowance.
- **Voluntary supplementary pension insurance:** Novartis in Slovenia provides voluntary supplementary pension insurance (5.844% of gross salary, capped annually at € 3.224,18).
- **Insurance: Additional accident insurance:** During employment at Novartis, the employee is insured 24/7 in the event of death or disability resulting from an accident.
Specialist insurance: Group health insurance providing faster access to specialist healthcare services at Triglav Health Insurance Company d.d. for you and your family members.
- **Care Connect:** A program offering confidential, personalized support for mental health and well-being through therapy, counselling, tools, and more.

- Other benefits in accordance with legislation and collective agreements: **Transportation, meal allowance, and other supplements.**

Read our [brochure](https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf) to learn more about our global total rewards offering: https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf

Note: Benefits and compensation may vary by country and are subject to local legal requirements, including provisions of collective bargaining agreements where applicable. A full overview of your compensation package, including any relevant collective bargaining agreement details applicable to your role based on your employment location and Novartis employer entity, will be communicated separately to you during the application process.

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 \(PDF 30 MB\)](#)

Primary location salary range

€53,690.00 - €99,710.00

Дивизион

Operations

Business Unit

Production / Manufacturing

Место

Словения

Сайт

Ljubljana

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

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.inclusion_slo@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Job ID

REQ-10086535

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