

# Site Business Analyst-Slovenia

Job ID

REQ-10019259

13 September 2024

Slovenia

## Summary

The senior specialist IT operations business partner for the manufacturing sites will be responsible for operations in the DD&IT Manufacturing sites team, with focus on IT infrastructure and integrations of the IT solutions in the OT environment.

Additionally, partners with Business Stakeholders and other DDIT Strategic Business Partners for demand analysis, solution proposal/evaluation and projects delivery

## About the Role

### Major accountabilities:

- Support validation and testing as appropriate and ensure adherence to Security and Compliance policies and procedures within Service Delivery scope.
- Support with internal IT systems and documentation requirements, standards
- Manage IT operations (DataCenter activities & network, hosting)
- Ensure services, solutions, platforms, products are fit for purpose and achieve the desired business value and impact.
- Partner with business stakeholders and DDIT Strategic Business Partners for demand analysis, solution proposal/evaluation.
- Follow industry trends and emerging practices to drive agility, speed, efficiency, and effectiveness. (benchmarking, continued learning & continuous improvement)

### Requirements:

- Leveraging digital technology / big data.
- Relationship Management.
- Working experience within the pharmaceutical industry.
- Comfortable with getting work done through internal and external service providers
- Have knowledge about IT infrastructure, IT and OT technology
- Should have experience with Active Directory
- Ability to support the integration of IT solutions into office, laboratory, and production environments
- General knowledge in the GxP environment
- Working in the pharma industry for 5+ years
- Should be fluent in both Slovenian and English
- Have technical secondary school or higher

## Languages :

- English.
- Slovenian

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**NAZIV DELOVNEGA MESTA:** Senior Specialist DDIT OPS BP

**OPIS DEL IN NALOG**

**Lokacija:**

Kot Senior Specialist DDIT OPS BP boste odgovorni za operacije DD&IT na lokaciji proizvodnega obrata, s poudarkom na IT infrastrukturi in integraciji IT rešitev na področju OT. Poleg tega pa boste odgovorni za analize, zahtevane s strani delničarjev in ostalih DDIT strateških poslovnih partnerjev.

## Vaše ključne odgovornosti:

- Podpora validacijam in testiranjem, da se zagotovi varnost in skladnost s politikami in postopki podjetja.
- Nudenje podpore notranjim IT sistemom in zagotavljanje pravilne dokumentacije.
- Izvajanje IT operacij (DataCenter, network, hosting).
- Zagotavljanje pomoči, sodelovanja, platform in produktov, ki služijo namenu za doseganje ciljev in poslovne uspešnosti.
- Sodelovanje z poslovnimi delničarji in DDIT strateškimi poslovnimi partnerji. Zahtevali bodo analize in rešitve.

- Odgovornost sledenje trendom v industriji in poznavanje pojavljajočih se novim praksam, ki so agilne, hitre in učinkovite

## **Minimalne zahteve**

### **Vaš doprinos k delovnem mestu:**

- Visokošolska stopnja izobrazbe tehnične ali podobne izobrazbe.
- Aktivno znanje slovenskega in angleškega jezika.
- Splošno poznavanje GxP področja.
- Sposobnost podiranja in integracije IT rešitev na področjih operative, laboratorijev in proizvodnje.
- Izkušnje potrebne iz aktivnega vodenja, področja IT infrastrukture, IT in OT tehnologije.
- Sposobnost sodelovanja z intermini in eksterimi službami.
- Vsaj 5 let izkušenj znotraj farmacevtske infrastrukture.
- Poznavanje dela z big data in digitalnimi tehnologijami.

### **Koristi in nagrade:**

**Preberite naš priročnik, če želite izvedeti več o vseh načinih, kako vam bomo pomagali uspevati osebno in poklicno: Novartisov življenjski priročnik**

### **Dostopnost in nastanitev:**

**Novartis je zavezan k sodelovanju in zagotavljanju razumne prilagoditve invalidom. Če zaradi zdravstvenega stanja ali invalidnosti potrebujete razumno prilagoditev za kateri koli del postopka zaposlovanja ali za opravljanje bistvenih funkcij delovnega mesta, pošljite e-pošto na [diversity.inclusion\\_slo@novartis.com](mailto:diversity.inclusion_slo@novartis.com) in nam sporočite naravo vaše zahteve in vaše kontaktne podatke. V sporočilo vključite številko zahteve za delo.**

### **Zakaj Novartis?**

**Pomoč ljudem z boleznimi in njihovim družinam zahteva več kot le inovativno znanost. Potrebna je skupnost pametnih, strastnih ljudi, kot ste vi. Sodelovanje, podpora in navdihovanje drug drugega. Združevanje za doseganje prebojev, ki spreminjajo življenje bolnikov. Ste pripravljeni skupaj ustvariti svetlejšo prihodnost?**

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### **Pridružite se naši mreži Novartis:**

**V kolikor se ne prepoznate v zgornjem opisu delovnega mesta, vas vabimo, da se vpišete na spodnji povezavi v Novartisovo bazo talentov saj lahko tako vašo vlogo upoštevamo za podobne pozicije v prihodnosti**

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Division

Operations

Business Unit

CTS

Location

Slovenia

Site

Ljubljana

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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