

# Quality Control Team Coordinator

Job ID  
REQ-10013924  
Sep 03, 2024  
Türkiye

## About the Role

## QUALIFICATIONS AND JOB DESCRIPTION

- Ensure that GMP/GLP requirements defined by MOH, Novartis Global Procedures completely and effectively implemented
- Lead and coach the product control analyst team
- Prepare and update SOPs, ensure that actions are managed according to SOPs and give the trainings of the revised SOPs
- Control and approve all documents associated with Product Control Laboratory
- Prepare weekly analysis plan for drug products and follow up
- Control raw data and worksheets
- Make usage decision in SAP system for drug products in accordance with the KPI (key performance indicator) and target release date
- Report and investigation of all OOS, OOE OOT and deviations according to the Novartis SOPs
- Performing of all "Change Control Process" evaluation and execution actions regarding Product Control Lab on time
- Provide and apply SOP rules about HSE requirements security preventions on time
- Define and take the necessary precautions in terms of working safety
- Define and provide IQP projects. Identify productivity opportunities within the Product Control lab and support the implementation

### Minimum Requirements

- University degree in Pharmacy, Chemical Engineering or Chemistry
- Minimum 6 years of Laboratory experience with equipment e.g. HPLC, GC, UV/Vis and Wet Chemistry at a pharmaceutical company. Non-sterile oral dosage form drug product test experience is preferred
- Knowledge of cGMP& cGLP and SAP
- Good command of English is required
- Strong communication skills and leadership presence
- Ability to work in a fast-paced changing environment
- Team working and customer oriented mindset
- Good analytical thinking skills
- Good knowledge of MS Office applications

## Role Requirements

**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>

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Division

Operations

Business Unit

Innovative Medicines

Location

Türkiye

Site

İstanbul Kurtköy

Company / Legal Entity

TR01 (FCRS = TR001) Novartis Sağlık, Gıda ve Tarım Ürünleri San. Ve Tic. A.Ş.

Functional Area

Quality

Job Type

Full time

Employment Type

Regular

Shift Work

No

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