

# QC Analyst IV

Job ID  
REQ-10021694  
Sep 11, 2024  
Singapore

## Summary

-This role utilizes chemistry laboratory skills to test and measure product or raw materials while ensuring that analysis is performed according to established Standard Operating Procedures (SOPs), Analytical Methods & current Compendia.

## About the Role

### Key Responsibilities:

- Sample storage and management -Analytical testing/documentation of incoming raw material samples to GxP standards Testing/Sample storage and management.
- Analytical documentation of raw material samples to GxP standards -Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt - Distribution of marketing samples (where applicable)

### Essential Requirements:

- QC testing of all incoming raw materials as per cGMP standards
- Familiar with major pharmacopeia standards such as USP, EP, JP/JPE, ChP etc
- Deadline adherence rate: testing completed on time, all missed deadlines reported in good time, the shortest possible lead time -Ensure constant readiness for inspection, no critical complaints/observations from superiors and inspectors -Consistently follow the GMP and GDP guidelines, as well as the SOPs, no critical irregularities -Finding and implementing optimization options to reduce costs -Completed training plan
- Sound technical & scientific knowledge of pharmaceutical/ chemical.
- Working experience in Laboratory environment in the Pharmaceutical analytics/QC/ equivalent industry.

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Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

Division

Operations

Business Unit

Innovative Medicines

Location

Singapore

Site

Tuas South Avenue

Company / Legal Entity

SG12 (FCRS = SG012) Novartis Singapore Pharmaceutical Manufacturing Pte Ltd

Functional Area

Quality

Job Type

Full time

Employment Type

Regular

Shift Work

No

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