

Warehouse Specialist (weekend shift)

Job ID
REQ-10069258
апр 24, 2026
CLIA

Сводка

Ensures the proper handling of raw materials and products in the warehouse. Constantly monitoring and fulfilling requests from production and other departments. This ensures continuous manufacturing operations. Additional duties as assigned.

About the Role

Location: This position is on-site in Morris Plains, NJ

Hours: This is an hourly, non-exempt position.

Please only apply if you are able to work the shift offered below.

Weekend Shift - Friday - Monday 8:00am-6:30pm

*This shift receives an additional shift differential separate from the offered hourly rate.

Major accountabilities:

- Ensures the proper handling of raw materials and products in the warehouse.
- Coordination of shipping, receiving, storage and processing of goods. May include imports/exports.
- Unbossed mindset.
- Keeping the warehouses orderly and audit ready at all times.
- Load and unload trucks using industrial equipment.
- Inspect and verify material, labels and documents for completeness and accuracy
- Transfer material to proper storage areas depending upon temperature requirements.
- Movement of materials with accuracy and in accordance with SOPs to ensure continuous production.
- Ability to work in a variety of climate-controlled environments from refrigerated areas to freezer areas.
- Ability to continuously repalletize a variety of materials and various weights with 100% accuracy on labeling those components.
- Work well under pressure and with minimal supervision.
- Willingness to shift around priorities and accomplish a variety of tasks per shift.
- Daily cycle counting of materials based upon classification.
- Keeping up with deliveries and booking them into the ERP system in a timely fashion.
- Self motivated problem solving mindset.
- Ability to adapt and work with accordance with guidelines in a dynamic environment and an unbossed mindset to own decisions when needed.
- Other duties as assigned.

Key performance indicators:

- Inventory Accuracy
- Knowledge of cGMP regulations and FDA guidance applicable to biologics and cell therapy manufacturing.
- On time goods receipts

Minimum Requirements:

- Supply Chain/Warehousing Experience
- ERP System (SAP/S4/Etc.) strongly desired
- Work in a warehouse environment, mostly standing and walking to complete tasks.

Work Experience:

- Operation in Pharma/Regulated industries
- Ability to work on problems
- Ability to be adaptable to team environments and solo tasks.
- Forklift experience a plus

Skills:

- Inventory Accuracy
- cGxP
- Motivated, self-starter

Languages:

- English

Novartis Compensation and Benefit Summary:

The salary for this position is expected to range between \$41,100 and \$76,300 per year. The final salary offered is determined based on factors like, but not limited to, relevant skills and experience, and upon joining Novartis will be reviewed periodically. Novartis may change the published salary range based on company and market

factors. Your compensation will include a performance-based cash incentive and, depending on the level of the role, eligibility to be considered for annual equity awards. US-based eligible employees will receive a comprehensive benefits package that includes health, life and disability benefits, a 401(k) with company contribution and match, and a variety of other benefits. In addition, employees are eligible for a generous time off package including vacation, personal days, holidays and other leaves.

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 \(PDF 30 MB\)](#)

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The Novartis Group of Companies are 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 application process, or to perform the essential functions of a position, please send an e-mail to us.reasonableaccommodations@novartis.com or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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Production / Manufacturing
Место
США
Состояние
New Jersey
Сайт
Morris Plains
Company / Legal Entity
U014 (FCRS = US014) Novartis Pharmaceuticals Corporation
Functional Area
Technical Operations
Job Type
Full time
Employment Type
Regular
Shift Work
No

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