

# Supply Chain Analyst

Job ID  
REQ-10080692  
Июн. 16, 2026  
Мексика

## Сводка

Master Data Expert support the Novartis Technical Operations Center– Supply Operations team in the coordination of various Supply Operations activities in compliance with GxP and Regulatory requirements while creating value for our internal customers across all Novartis divisions across geographies. Material Planner executes the material planning process for production sites with an aim to assure on time supply of all incoming materials to sites, optimal level of inventory and cost efficiency. Execute defined Inventory strategy with supporting new operating models and assuring right level of safety stock. Logistic, W&D is responsible that all logistic processes are proceed in a timely, high quality, efficient and effective manner and in full compliance with all laws and supply chain management policies and procedures. Identify and drive continuous improvement projects.

Planning ensures material availability in line with the approved production plan.

Order Management ensures Intercompany order fulfilment between customers and sites.

## About the Role

### Responsibilities:

- Creates complex reports, provides inventory overviews, and detailed analyses that support effective strategic decision-making by reviewing, analyzing, and merging data from various ERP (Enterprise Resource Planning) system data sources.
- Identifies potential risks or issues with materials or supply and escalates as needed
- Supports cross functional initiatives, identifies appropriate resources needed, assigns individual responsibilities, and develops project schedules.
- Creates and maintains inventory, material, and supply dashboards to be shared with senior leadership at the site weekly or monthly.
- Identifies potential supply chain process improvements and participates in developing solutions.
- Identifies opportunities for direct materials (BOM (Bills of Materials)) cost savings and/or opportunities to reduce inventory carrying costs.
- Evaluates material inventory and supply to support new product initiatives and interdepartmental requests.
- Interacts directly with MSAT (Manufacturing Science and Technology) and Mfg Tech Support related to new material introductions and cost savings projects.
- Develops current and forward-looking inventory balances as part of latest forecast submissions to FRA/BPA.
- Supports site or supply chain objectives.
- Other related duties as assigned. Responsibilities:
  - Creates complex reports, provides inventory overviews, and detailed analyses that support effective strategic decision-making by reviewing, analyzing, and merging data from various ERP (Enterprise Resource Planning) system data sources.
  - Identifies potential risks or issues with materials or supply and escalates as needed
  - Supports cross functional initiatives, identifies appropriate resources needed, assigns individual responsibilities, and develops project schedules.
  - Creates and maintains inventory, material, and supply dashboards to be shared with senior leadership at the site weekly or monthly.
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  - Supports site or supply chain objectives.
  - Other related duties as assigned.

### Requirements:

- Bachelor's degree in Supply Chain, Engineering, Business, Science or related technological
- 2+ years of supply chain or buyer/planner experience preferred.
- Demonstrated ability to operate in a fast-paced and rapidly changing environment.
- Ability to communicate clearly and concisely with supply chain leaders.
- Ability to lead teams and work collaboratively
- Must be able to operate with limited supervision and exercise proper judgment.
- Self-starter, proactive, well organized, strong analytical and problem-solving skills
- In-depth knowledge of material requirements planning methodologies and logic within an ERP system
- Strong proficiency in MS-Excel and comprehensive knowledge of the MS-Office Suite are essential
- APICS Certification a Plus
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Дивизион  
Operations  
Business Unit

Product Supply Chain  
Место  
Мексика  
Сайт  
INSURGENTES  
Company / Legal Entity  
MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.  
Functional Area  
Technical Operations  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No

### Accessibility and accommodation

Novartis is committed to work with and provide 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 [tas.mexico@novartis.com](mailto:tas.mexico@novartis.com) 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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