

Quality Specialist, Incoming Quality

Job ID
REQ-10082700
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США
Available in: English

Сводка

At Novartis, quality is not just a standard, it is a promise to patients. As a Quality Specialist, Incoming Quality Assurance, you will play a critical role in safeguarding product integrity from the very first point of entry, ensuring that incoming materials meet the highest quality and compliance expectations. You will partner closely with operations, suppliers, and quality systems teams to drive excellence, support continuous improvement, and maintain a strong state of control across incoming quality processes. This is an opportunity to apply your expertise in a highly visible role where your decisions directly support patient safety and the delivery of life-changing therapies.

About the Role

Location:

- This position will be located in Durham, NC and will be an onsite role.
- Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you.

Key Responsibilities:

- Serve as quality subject matter expert for site systems, including enterprise resource planning, laboratory, and document control platforms
- Review and approve master data for raw materials, consumables, and finished products to ensure regulatory compliance
- Provide quality oversight and final disposition of incoming materials, ensuring adherence to quality and safety standards
- Partner with suppliers to ensure incoming documentation meets Novartis requirements and established specifications
- Maintain compliant quality documentation, standard operating procedures, and support change controls and corrective actions
- Oversee warehousing quality activities, including walkthroughs, alarm review, inventory management, and return inspections
- Support audits, health authority inspections, and continuous improvement initiatives to strengthen quality systems

Essential Requirements:

- Bachelor's degree in a scientific discipline such as biology, chemistry, or a related field
- Minimum of three years of experience working in a quality assurance position within a regulated environment
- Strong knowledge of global quality regulations, including United States Pharmacopeia, International Council for Harmonization, and European Pharmacopoeia standards
- Proven experience supporting quality assurance activities in a good manufacturing practice laboratory or manufacturing setting
- Demonstrated ability to review, approve, and maintain quality documentation and standard operating procedures
- Strong problem-solving, critical thinking, and decision-making skills in regulated environments
- Excellent technical writing skills with the ability to communicate clearly and precisely
- Ability to work independently, manage competing priorities, and deliver results within tight timelines

Novartis Compensation and Benefit Summary:

The salary for this position is expected to range between \$43.08 and \$80.00 per hour

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.

#LI-Onsite

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 \(PDF 30 MB\)](#)

EEO Statement:

The Novartis Group of Companies are Equal Opportunity Employers. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status.

Accessibility & Reasonable Accommodations

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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