

Regional Supply Chain Coordinator

Job ID
REQ-10088811
Сен. 28, 2026
Малайзия

Сводка

#LI-Hybrid
Location: Selangor, Malaysia

Ready to make a measurable impact across a complex regional supply chain network? As a Regional Supply Chain Coordinator, you will support support efficient and effective supply chain operations across the APMA region. In this role, you will work closely with country supply chain teams and Global Supply Chain stakeholders - manufacturing sites, external supplier operation, end to end planning, analytic reporting team and operation finance to ensure accurate reporting, strengthen regional processes, support cost discipline and enable strong performance across Customer Service, Inventory, Write-Offs, Harmonized Forecast Accuracy and Personnel Cost Expenditure.

About the Role

Key Responsibilities

- Support delivery of regional supply chain Key Performance targets, including Customer Service Level, Harmonized Forecast Accuracy, Bias, Inventory, Write-Offs, PCE and FTE targets.
- Prepare, refresh and generate monthly regional KPI dashboard reports, including performance analysis and follow-up actions with APMA country organizations.
- Track monthly PCE and FTE actuals versus targets, support budget reviews, validate regional cost center spending and contribute to productivity discussions.
- Consolidate and validate results to generate monthly Customer Service Level result to report MTD and YTD performance, projected future supply risks and presentation materials for global review meetings.
- Weekly refresh regional supply risk files, govern backorder lists and drive bottleneck discussion on order prioritization or issue resolution to mitigate supply backorder risks.
- Collaborate with country supply chain teams, manufacturing sites, External Supplier Organization, customer service and End to End planning teams to address supply concerns and provide order status updates.
- Support lifecycle management activities such as launches, site transfers and pruning in coordination with global platforms.
- Coordinate planning parameter reviews, including MOQ, lead time, safety stock and remaining shelf-life, ensuring timely validation with country teams.
- Support onboarding of new hires with access to relevant applications, regional reporting processes and standard ways of working.
- Contribute to continuous improvement initiatives to strengthen supply chain processes, reporting quality and regional collaboration.

Essential Requirements

- University degree in Business Administration, Operations, Supply Chain Management, or a related discipline.
- Fluency in written and spoken English, with the ability to communicate effectively across international and cross-functional teams.
- Proven experience collaborating with regional stakeholders and driving gap-closure actions with countries to achieve supply chain KPI targets.
- 6 – 10 years of supply chain experience, with strong knowledge of end-to-end supply chain processes, particularly demand and supply planning.
- Strong understanding of supply chain performance metrics, including customer service level, forecast accuracy, inventory, write-offs, and budget management, as well as Sales and Operations Planning processes.
- Proficiency in data analysis and reporting tools, including Microsoft Excel, Power BI, Power Query, SAP, and Kinaxis.
- Strong collaboration, communication, and stakeholder management capabilities, combined with a high level of accuracy, ownership, and attention to detail.

Commitment to Diversity and Inclusion

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Дивизион
Operations
Business Unit
Product Supply Chain

Место
Малайзия
Сайт
Selangor
Company / Legal Entity
MY01 (FCRS = MY001) Novartis Corporation (Malaysia) Sdn. Bhd. (197101000541)
Alternative Location 1
Hyderabad (Office), Индия
Functional Area
Technical Operations
Job Type
Full time
Employment Type
Regular
Shift Work
No

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