

# Global Head HSE/BC Auditing

Location: Basel, Switzerland

## Job purpose:

To provide Pharma Management a high level of Health, Safety and Environment compliance with regulatory requirements, Novartis requirements and risk control throughout Novartis Pharma by developing Pharma HSE/BC Audit Guidelines, Guidance Notes, SOPs and Protocols.

## Major responsibilities:

- Develop Pharma HSE/BC audit program and lead audits throughout Pharma. This includes Novartis manufacturing sites, development centers, key Head Offices/Country Pharma Organizations and critical external suppliers.
- Deliver audit reports to the sites and Pharma Executive Management.
- Define corrective actions with the leader of the audited unit.
- Ensures effective implementation of corrective actions and oversees follow up actions.
- Defines and provides training to HSE lead auditors and guest auditors as needed to ensure high quality audits and consistency throughout the division.
- Provides input to Corporate HSE/BC and Pharma HSE/BC experts to enhance Guidelines and Guidance Notes based on audit trends and findings

## Qualifications:

### Education:

- University degree in natural sciences or engineering.
- Certification in HSE auditing desirable.

### Languages:

- Fluent in English, additional languages advantageous.

### Experience:

- 10-15 years in auditing, chemical plants, pharmaceutical operations, biotech operations and laboratory operations required.
- Knowledge of regulatory requirements in key geographies required (US, EU) others advantageous (China, India, Japan, Singapore).

### Other:

- Role requires travelling up to 50% of the working time.

## Contact information:

Should you be keen on the role, please send your CV and cover letter to Zbigniew Motak, Staffing Manager at Novartis, at [zbigniew.motak@novartis.com](mailto:zbigniew.motak@novartis.com).