

## External Materials Planner

Job ID  
REQ-10014633

7月 22, 2024

Turkey

### 摘要

Join our team as an External Materials Planner and be a key player in ensuring seamless operations, cost efficiency, and optimal inventory levels, while actively contributing to the development and execution of best practices, all in a collaborative and supportive work environment. Apply now and make a meaningful impact on our production sites' success!

This position is temporary. It is a great opportunity for graduates to gain experience in supply chain.

### About the Role

Location: Istanbul Kurtköy, Turkey#Hybrid

Novartis is unable to offer relocation support for this role: please only apply if this location is accessible

for you.

#### Key Responsibilities:

- Ensure material availability in line with the approved site production plan.
- Follow up and ensure the accuracy of the material demand flow from sites to hub.
- Ensure daily Material requirements planning (MRP) oversight for all Bill of Material (BOM) material requirements, analysis of requirements and Purchase Orders overview.
- Preparation and creation of orders for incoming materials and their submission to the supplier; obtaining valid price quotes with escalation to Procurement if outside predefined tolerance/contractual limits; tracking and monitoring execution of the purchasing process with the supplier, carriers, forwarding agency and insurance companies.
- Reconciliation of the needs for incoming materials from Novartis Technical Operation sites to hub.
- Performing the operational procedure for incoming material complaints as well as complex purchasing and logistics processes.

#### Essential Requirements:

- University degree in Economics or other equivalent degree
- Work experience in supply chain preferred
- Ability to work in a fast-paced changing environment
- Team working and customer oriented mindset
- Excellent communication skills in English

#### Benefits and Rewards:

Read our handbook to learn about all the ways we 'll help you thrive personally and professionally: [Novartis Life Handbook](#)

#### Commitment to Diversity & Inclusion:

Novartis is committed to building an outstanding, inclusive work environment and diverse team 's representative of the patients and communities we serve.

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>

Join our Novartis Network: Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <https://talentnetwork.novartis.com/network>

Benefits and Rewards: Read our handbook to learn about all the ways we'll help you thrive personally and professionally: <https://www.novartis.com/careers/benefits-rewards>

部门

Operations

Business Unit

Innovative Medicines

地点

Turkey

站点

istanbul Kurtköy

Company / Legal Entity

TR01 (FCRS = TR001) Novartis Sağlık, Gıda ve Tarım Ürünleri San. Ve Tic. A.Ş.

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Temporary (Fixed Term)

Shift Work

No

[Apply to Job](#)

Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

```
iframe{ width: 100%; margin-top: 3rem; } @media screen and (max-width: 767px){ iframe{ height: 30vh !important; } } @media screen and (min-width: 768px){ iframe{ height: 34vh !important; } }
```



Job ID  
REQ-10014633

External Materials Planner

[Apply to Job](#)

---

Source URL:

<https://www.novartis.com.cn/careers/career-search/job/details/req-10014633-external-materials-planner>

List of links present in page

1. <https://www.novartis.com/sites/novartis.com/files/novartis-life-handbook.pdf>
2. <https://www.novartis.com/about/strategy/people-and-culture>
3. <https://talentnetwork.novartis.com/network>
4. <https://www.novartis.com/careers/benefits-rewards>
5. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/stambul-Kurtky/External-Materials-PlannerREQ-10014633-1>
6. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/stambul-Kurtky/External-Materials-PlannerREQ-10014633-1>