

Clinical Supply Packaging Operator

Job ID
REQ-10084345
июл 29, 2026
США
Available in: English

Сводка

#LI-Onsite

Location: Fort Worth, Texas

Novartis is unable to offer relocation support: please only apply if accessible.
Company will not sponsor visas for this position.

The Clinical Supply Packaging Operator supports secondary packaging and distribution of clinical supplies for US Medical Affairs in Fort Worth, Texas. Additional responsibilities include shipment tracking, drug accountability, processing drug returns and environmental sustainability efforts.

About the Role

Key Responsibilities

- Responsible for labeling/kitting, distribution, and accountability activities in support of the US Medical Affairs portfolio.
- Secondary packaging; apply regulatory-compliant labels to drug supplies on packaging lines (15-25°C or 2-8°C conditions), following written procedures to maintain industry regulations.
- Preparing clinical shipments of drug products to be shipped to clinical sites, including quality checks throughout the process. Shippers can weigh up to 20-25 lbs.
- Accurately receive drug from Novartis Supply Chain and verify drug supply detail, including quantity, batch number, and expiry date, ensuring compliance with stringent quality standards.
- Conduct thorough inspections, cleaning, and verification of returned shippers and their components to ensure all materials meet quality standards.
- Process site medication returns and prepares for destruction in collaboration with external vendors.
- Archives records and other key documents to provide traceability for every aspect of secondary packaging and distribution of medication.
- Demonstrates an understanding of Novartis systems, cGMP, and Annex 13 regulatory requirements such that clinical supplies documentation produced and distributed remain compliant throughout the chain of custody.
- Demonstrates good working knowledge of inventory management best practices. This may be inclusive of any of the following, logbooks and their correct entry, quarantine, retention samples, reference samples, released goods, returned and discarded goods.
- Maintain good housekeeping throughout GMP facility, always ensuring audit ready.
- Leverages AI-enabled insights and automation to optimize end-to-end clinical supply planning, execution and drug distribution through systems and processes by improving forecasting, inventory strategy, warehousing, depot-to-site distribution, risk detection, and cross-functional decision-making—while championing responsible AI adoption, governance, and continuous team upskilling.

Essential Requirements

- Experience with labeling, packaging, and/or shipment of clinical supplies.
- High School Diploma.
- Knowledge of data entry in warehouse management systems.
- Knowledge of cGMP, 21 CFR Part 11, and Annex 13 requirements.
- Great attention to detail.
- Excellent organizational and documentation skills.
- Excellent communication & customer relation skills.

Novartis Compensation Summary

The salary for this position is expected to range between \$19.76 and \$36.68 per hour.

The final hourly amount 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.

To learn more about the culture, rewards and benefits we offer our people [click here](#).

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 \(PDF 30 MB\)](#)

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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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Сайт
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Technical Operations
Job Type
Full time
Employment Type
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