

Business Process Expert (BPE) for Master data of CMO (m/f/d)



Temporär Jobregion: Basel Stellenprozent: 100%

Beschreibung

As a first-tier supplier to our renowned business partner F. Hoffmann-La Roche Ltd. in Basel, we are currently looking for a motivated and dedicated **Business Process Expert (BPE) for Master data of CMO** for a temporary assignment of 12 months.

The Business Process Expert (BPE) serves as a critical bridge between global process standards and local operational execution. This role is embedded within a specific function (e.g., Site, Manufacturing, or Supply Chain) while partnering closely with the Global Business Capability Owner (BCO) Center of Excellence. As a change agent, the BPE is empowered to drive process alignment and harmonization at the site level, ensuring that local requirements are integrated into global designs while maintaining an end-to-end (E2E) mindset.

Tasks & Responsibilities:

Process Design & Alignment

- Act as a change agent to drive global process changes and alignment at the site or local level, partnering closely with Data Content Owners (DCOs) and Master Data Specialists (MDSs) to ensure master data changes are deployed timely and accurately.
- Provide local and site-specific requirements from the user network into the global process design to ensure fit-for-purpose solutions.
- Coordinate with other BPEs, Subject Matter Experts (SMEs), and Super Users to discuss ideas across processes and systems.
- Play a critical role in process harmonization by utilizing in-depth process knowledge to align local practices with global standards.
- Cross-Functional Orchestration: Facilitate the resolution of operational bottlenecks and define process enhancements that deliver measurable business value.
- Governance & Adoption: Champion the implementation and rigorous adherence to global process standards and governance frameworks.

System & Operational Support

- Act as the site expert for both business processes and relevant systems (e.g., SAP S/4 HANA, OMP).
- Support site-specific data analysis, analytics, reporting, and troubleshooting.
- Ensure the execution of processes is robust and remains aligned with

BERATER



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Seniority Level
Mitarbeiter

Berufskategorie
Administration /
Verkauf / Einkauf

Stellenprozent
100%

Jobtyp
Temporär

Referenz-Nr.
AFE-AVE-T-55162

Jobregion
Basel

the intended global design.

- Define and manage change requests (I2Rs) during the sustainment phase, acting as the primary interface for users to submit improvement ideas via ServiceNow and presenting them to the BCO network for endorsement.

Training & Change Management

- Lead the revision, alignment, and retirement of local Standard Operating Procedures (SOPs).
- Contribute to the creation and revision of Global Standard Processes (GSPs) and network SOPs, WI & Playbooks
- Lead the onboarding and training of new team members for site-specific processes and systems.
- Support site-wide information sharing and deployment activities during project transitions.

ASPIRE Sustainment Accountabilities (enhancements & retrofit)

- Supporting Fit-Gap Assessments.
- Supporting Site Acceptance Testing (SAT) review and execution.
- Participating in User Acceptance Testing (UAT).
- Driving Template Sustainment by utilizing the Idea-toRequest (I2R) process, including the prioritization of site-specific requirements within the global backlog

Must Haves:

- Functional Expertise: Must be a functional expert within their team with above-average experience in relevant business processes (Supply Chain, Technical Operations, or Contract Manufacturing).
- Innovation Mindset: Demonstrates an E2E and innovative mentality with a positive, can-do attitude.
- Change Leadership: Possesses the influence skills necessary to act as an effective change agent and challenge the status quo.
- Technical & System Proficiency: Hands-on understanding of how master data flows across core SAP S/4HANA modules (MM, PP, QM, SD) and PLM interfaces. Familiarity with the systems required to run the process, including underlying master and transactional data.
- BA/BS Degree, preferably in a technical, business or supply chain field. Masters Degree a plus
- 8+ years in the pharma industry, supply chain management or in manufacturing.
- APICS and/or SCOR certification, or equivalent relevant experience
- Proficient knowledge and experience of SAP or ERP system
- Language Skills: English is a MUST

Nice to Haves:

- Hands-on experience with external manufacturing tech transfers..
- Lean / Six Sigma Green Belt certification.
- GMP experience, Compliance for Master Data (FDA 21 CFR Part 11 and EU Annex 11)

Benefits

- Become part of one of the most prestigious pharmaceutical companies and actively shape the future of healthcare
- Experience a work culture that promotes diversity and inclusion and where all employees feel valued.
- Work on a state-of-the-art campus featuring green spaces, meeting areas, and an inspiring atmosphere
- Work with modern and up-to-date tools in an innovative work environment
- Start with a professional onboarding process and a thorough introduction to your new role during the Welcome Days
- Benefit from financial support for your professional development plans
- Enjoy a selection of high-quality meals in modern staff restaurants
- As part of a sustainable mobility concept, on-site parking spaces are available to you (subject to eligibility criteria)
- Take advantage of unbeatable, year-round discounts at renowned retailers and over 200 top brands
- Benefit from fleet discounts when purchasing new cars or receive constant fuel discounts with our fuel card

Are you interested? Do not hesitate and submit your complete application documents online today.

We look forward to hearing from you!

Wir wertschätzen Vielfalt und begrüßen daher alle Bewerbungen - unabhängig von Geschlecht, sozialer Herkunft, Religion, Alter und Identität. Zur leichteren Lesbarkeit und besseren Verständlichkeit verwenden wir nur eine Gender-Form. Selbstverständlich sind im jeweiligen Kontext alle Genderformen gleichermassen gemeint.

Unser Bewerbungsprozess

