

Job Description

Manufacturing Support Associate – NPI/PO

GCF Grade Level: 02/03

Site: Amgen Singapore Manufacturing (ASM)

Role Description

Amgen discovers, develops and delivers innovative human therapeutics. A biotechnology pioneer since 1980, Amgen was one of the first companies to realize the new science's promise by bringing safe, effective medicines from lab, to manufacturing plant, to patient. Amgen therapeutics has changed the practice of medicine, helping millions of people around the world in the fight against cancer, kidney disease, rheumatoid arthritis, and other serious illnesses. With a deep and broad pipeline of potential new medicines, Amgen remains committed to advancing science to dramatically improve people's lives.

Amgen Singapore Manufacturing is looking for energetic manufacturing associates to be part of ASM. Under general supervision, the manufacturing associate will support the manufacturing support team in the areas of new product introduction and process ownership. The Associate Manufacturing will execute protocols, and prepare documents such as Batch Records, SOPs and technical reports required to support day to day operations or new product introduction. They will perform basic troubleshooting and assist in the review of documentation for assigned functions. The Associate Manufacturing may participate on cross-functional teams, have the responsibility of supporting NC/CAPAs, and may identify, recommend and implement improvements related to routine functions.

Responsibilities:

- Working closely with multiple disciplines, including manufacturing, engineering, utility operations, maintenance, quality assurance, and validation to implement operational changes required to implement operational improvements / introduce the new product into the ASM1 manufacturing facility
- Provide technical support to commercial manufacturing as needed
- Support troubleshooting and resolve equipment, automation, or process issues in the field during routine manufacturing and NPI runs (FIH, pivotal or PPQ runs)
- Ensure optimal and cost-effective performance and reliability for process systems
- Developing, organizing, analyzing, and presenting results for operational issues and engineering projects of moderate scope and complexity
- Continuously improve and streamline NPI processes
- Communicating proactively with supervisor and support staff, highlighting issues and proposing solutions
- Support change controls, corrective actions and preventative actions associated process equipment
- Support the implementation, development and changes associated with introduction of new products or process improvements
- Support the preparation, coordination, and presentation of complex information at cross-functional team meetings, teleconferences, and management reviews
- Support deviations associated with routine manufacturing and NPI runs

Basic Qualifications

Amgen requires that all individuals applying for an undergraduate internship or an undergraduate co-op assignment at Amgen must meet the following criteria:

- 18 years or older
- Completion of 1 year of study from an accredited college or university prior to the internship commencing
- Enrolled in a full time Bachelor's or Combined Bachelor's/Master's degree program following the potential internship or co-op assignment with an accredited college or university
- Must not be employed at the time the internship starts

Preferred Qualifications

- Degree concentration (s) in Chemical Engineering or related technical field
- Fluency in written and spoken English
- Strong passion for learning who always strive for continuous improvement

- Ability to work in a fast paced / dynamic work environment
- A fast learner with “Can-do” attitude
- Self- directed with strong written and oral communication skills
- Proficient presentation and facilitation skills