

<b>DIVISION/DEPARTMENT:</b> MMD/ES		<b>JD DOCUMENT CODE/ REVISION</b> MMD/ES/039 Rev 02
<b>REPORTS TO (POSITION TITLE)</b> Lead, Automation	<b>JOB DESCRIPTION</b>	<b>EFFECTIVE DATE:</b> 26 Oct 2020
<b>BAND/PATHWAY &amp; LEVEL:</b> 300/P1	<b>POSITION TITLE:</b> Engineer, Automation	<b>PAGE:</b> PAGE 1 of 2

**JOB PURPOSE**

Under the supervision of the IPT Automation Lead, Automation Engineer is responsible for providing technical support in the field of automation. Supports Automation Lead and Senior Automation Engineer in investigations, finding resolution to automation problems and in the implementation of Automation Change Control in compliance with SDLC, GMP, safety, and environmental regulations.

**MAIN RESPONSIBILITIES**

- Support IPT Automation Lead in providing expertise technical knowledge/advice to IPT/ COE's on computerized/automation systems.
- Perform system maintenance, including system backup, disaster recovery, and obsolescence activities, and ensures automation systems remain in a validated state
- Ensure timely resolution of identified automation issues and unplanned events identified in the daily walk-through
- Escalate any ongoing automations issues to the Automation Lead in a timely manner.
- Execute PM and look for continuous improvement opportunities.
- Perform automation change controls with guidance from Automation Lead to ensure that changes are raised and closed on time following the required quality standards.
- Prepare and perform AIQ/OQ, test plans, and SDLC documentation, ensuring document meets required regulatory standards
- Develop and updates Automation training packages, and conduct automation training
- Support for deviation and operation investigation requiring code and system-level troubleshooting.
- Support a continuous improvement framework within Automation and IPT, and work with Leads to identify and implement improvements
- Able to work independently and as a team member in a collaborative environment.
- Advantage to have basic understanding of data visualizations / business intelligence tools – Powerapps, Spotfire, Tableau, PowerBI or similar.
- Participate and actively support Digital Transformation initiatives involving system integrations, data connectivity, validation methods and value based optimization of manufacturing via process control system
- Actively contribute to build and leverage on knowledge base within the IT/Automation team
- Support Digitalization projects and other activities assigned by supervisor .

<b>ACCOUNTABILITIES</b>	<b>DIRECT IMPACT (\$)*</b>	<b>INDIRECT IMPACT (\$)*</b>
Follow Merck GoA and Automation Department Budget limits.	NA	NA

\* (only if applicable.)

<b>SUPERVISORY RESPONSIBILITIES:</b>	<p><b>No. of direct reports:</b> Total: <u>  0  </u> direct (Refers to the no. of staff reporting directly to this position)</p> <p><b>No. of indirect reports:</b></p>
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	Total: <u>  0  </u> indirect (Refers to total number of staff reporting to this position's direct reports) <i>(The headcount figure is subjected to ±10% fluctuation in view of changing business needs.)</i>
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<b>PROFILE:</b>	<p><b>Qualification:</b>                  Bachelor of Engineering                  Bachelor of Computing                  Bachelor of Science                  Diploma with relevant hands on experience</p> <p><b>Experience:</b>                  Fresh graduate or 2 to 3 years of technical experience in Siemens/Rockwell PLC &amp; SCADA, Emerson DeltaV DCS, Packaging Line systems</p>
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