

Continuous Improvement Jr Project Manager

Job ID
REQ-10044142
Mar 14, 2025
Brazil

Summary

Primary responsibility is to support strategic business projects for Novartis Group, the CEO and the Executive Committee, with the aim of maximizing economic value and securing future competitive advantage.

About the Role

Major accountabilities:

- Manage Novartis Strategy CommunityThe project manager maintains the contact with the divisional strategy teams and plans/organizes regular update meetings.
- In addition, the project manager also leads small projects at any time from project scoping, creating content and managing of stakeholders to generate insights and prepare outputs which enable informed decisions.
- Prepare regular exchange between community members, e.g. independent organization of the annual Strategy offsite meeting (including agenda, speakers, etc).
- Ensure transparent communication across the divisional Strategy teams.
- Support the managers and directors in project work and provide expert consultation during all project phases.
- Align closely with stakeholders at country, functional and global level as defined by the requirements of the different projects and initiatives.
- Independently monitor milestones of the projects as well as completion.
- Assists Head of Strategy on larger strategy projects across units and functions as well as countries.
- Take ownership for subparts of the overall project and ensure completion of these.
- Proactively apply project management methodologies.
- Provide change management support and appropriate communications for the implementation of projects and initiatives;
- Lean Six Sigma Program Manager to oversee and expand our company's training initiatives, developing future improvement leaders while fostering a culture of operational excellence through structured mentoring and certification programs.

Minimum Requirements:

- Completed degree education in Administration, Engineering or correlated areas;
- Black belt, agility or PMO certification;
- Previous experience managing big projects across multiple functions;
- Excellent stakeholder management.
- English and Portuguese fluent

Why Novartis: Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

You'll receive: Competitive salary, annual bonus, life insurance, home office policy (home office 2x a week), retirement and wellbeing plans, flexible working arrangements, birthday day-off, parental leave, subsidized dining facilities, health insurance, employee recognition platform, Gympass, employee resource groups and virtual self-development tools.

If you want to learn more about our benefits, you can access the Novartis Life Handbook:

<https://www.novartis.com/careers/benefits-rewards>

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

Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Careers:

<https://www.novartis.com/careers>

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

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>

Division

International

Business Unit

Innovative Medicines

Location

Brazil

Site

Santo Amaro

Company / Legal Entity

BR03 (FCRS = BR003) NOVARTIS BIOCIENTIAS S.A

Functional Area

BD&L & Strategic Planning

Job Type

Full time

Employment Type

Regular

Shift Work

No

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