

Senior Data Management Specialist

Job ID
REQ-10051544
May 19, 2025
India

Summary

-To establish and maintain effective measures to monitor and ensure that the global process is fully and consistently implemented across the regions and within the countries. Lead operations and continuous improvement reviews to define and implement actions and projects to continuously enhance the process effectiveness and efficiency.

About the Role

Key Responsibilities:

- Manage the creation, deployment and on going maintenance of metrics and benchmark to monitor the performance of the global process and its enabling system (s).
- responsible for the management of the end-to-end procurement process by enabling globally defined solutions and driving the local adoption in order to achieve Sourcing excellence -Support the process super user community, ensuring regular engagement, training (including process and tool demo) and collection of feedback.
- Provide guidance and support to the regions and countries and identify areas requiring process and systems reviews.
- Coordinate and support process reviews in the regions and countries and provide direction to develop and implement action plans to address identified gaps.
- Support the execution of the region or countries performance improvement plans.
- Champion specific projects and change management activities to fully establish and continuously improve the process.
- Facilitate the discussion with key stakeholders, within procurement and with other functions, to identify opportunities and to drive full process adoption.
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt -Distribution of marketing samples (where applicable)

Commitment to Diversity & Inclusion: :

We are committed to building an outstanding, inclusive work environment and diverse teams representative of the patients and communities we serve.

Essential Requirements:

- Value Delivery (Financial) -Customer Delivery (Customer Satisfaction) -Communication / Change Management -Effectiveness & Efficiency (Process Improvement & Compliance) -Level of standardization,harmonization and reliability of the process and enabling system(s)across Novartis.
- Implementation of process improvements is accordancewith agreed plan and budget

Desirable Requirements:**Work Experience:**

- Fix-its/Turnarounds.
- Cross Cultural Experience.
- Major Change.
- Project Management.
- Representing the organization.
- Collaborating across boundaries.

Skills:

- Effective Communication.
- Understanding Digital.

Languages :

- English.

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: You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook. <https://www.novartis.com/careers/benefits-rewards>

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>

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Division

Operations

Business Unit

Universal Hierarchy Node

Location

India

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Procurement

Job Type
Full time
Employment Type
Regular
Shift Work
No
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Accessibility and accommodation

Novartis is 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 recruitment process, or in order to perform the essential functions of a position, please send an e-mail to diversityandincl.india@novartis.com 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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