

SSO Portfolio Team Lead

Job ID
REQ-10051880
Jun 03, 2025
Italy

Summary

Novartis seeks a dynamic and experienced SSO Portfolio Team Lead (PTL) to join our dedicated team. This position reports directly to the SSO Portfolio Country Head and is responsible for the Clinical Project Managers (CPMs) and their study specific activities, including the hiring, training, development, and assignment to ensure adequate and timely portfolio execution. The SSO PTL assures that CPMs coordinate their activities across all CRAs working on the same trials/projects in collaboration with the CRA Managers/FSP line managers.

The PTL is responsible for overall portfolio execution related performance (KPIs), ensuring the study milestone deliverables, in accordance with GCP, ICH, SOP's, and local regulations.

About the Role

Key responsibilities:

- Collaborate with the SSO Leadership team to implement innovative practices and patient engagement tactics for advancing clinical trial planning, execution and quality.
- Identify and lead innovative solutions to advance Project Management in GDD portfolio in collaboration with Study & Site Operations country leadership.
- Support the Country Portfolio Head in implementing the global strategy within the country structure.
- Collaborate with SSO Feasibility Manager, SSO Site Partnership Manager and others to develop opportunities that give GDD trials a competitive advantage.
- Ensure country study site selection, activation, enrolment, data flow and timeline commitments are delivered as planned.
- Ensure adherence to clinical data standards, legislation, Good Clinical Practice, Ethical Committee, and Standard Operating Procedure requirements.
- Manage the hiring, training, development and retention of a team of Clinical Project Managers.
- Manage country study budgets and ensure study milestones are reached in a timely manner.

Essential requirements:

- Scientific/healthcare degree and experience in clinical operations or project management.
- At least 8 years' experience in clinical research and/or project management and proven team management and leadership capabilities.
- Understanding of all aspects of clinical drug development with a focus on monitoring and trial execution.
- Thorough understanding of international aspects of drug development processes, including knowledge of international standards and health authorities regulations.
- Demonstrated negotiation and conflict resolution skills.
- Excellent project management capabilities and demonstrated capability to problem solve and mediate

complex issues.

- Ability to communicate effectively in a local/global matrixed environment.
- Fluency in both written and spoken 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 will 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>

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 learn more about Novartis and our career opportunities, join the Novartis Network here: <https://talentnetwork.novartis.com/network>

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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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

Development

Business Unit

Universal Hierarchy Node

Location

Italy

Site

Milano

Company / Legal Entity

IT08 (FCRS = IT008) Novartis Farma S.p.A.

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regolare

Shift Work

No

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