SSO Site Partnership Manager

Job ID
REQ-10047430
Απρ 18, 2025
Japan

Περίληψη

This is a newly created position regarding the establishment of a clinical translational research hub.
clinical translational research hub
The SSO Site Partnership Manager optimizes the cooperation with selected trial sites, considered key accounts for Novartis with huge potential to significantly contribute to the portfolio execution, aiming to improve performance in clinical studies regarding patient numbers, timelines, data flow and quality and thus establishes Novartis as partner of choice in clinical trials.

Win-Win

Strategic role

Asia hub Asia Global

About the Role

Major Accountabilities:

1. In cooperation with study sites:

• Responsible for key account network within the country

• Defines tailored engagement model with assigned sites according to local and structural needs of these sites. Prepares and implements Site Partnership Strategy Plans in cooperation with assigned accounts. Defines measures of success for each site in scope (e.g., % increase in portfolio volume, patient density, start-up, and contracting timelines)

• Single point of contact for all relevant stakeholders (e.g., departments heads, investigators, pharmacists, clinic administration) across all therapeutic areas at assigned sites regarding all study overarching topics. Communicates Novartis standards & expectations for future collaboration

• Supports feasibility process in close cooperation with Feasibility Manager. Supports and optimizes early site engagement, speed of site initiation readiness as well as achievement of committed patient numbers in the assigned sites

• Responsibility to analyze all information regarding the assigned sites, to oversee all study activities and to survey sites´ strengths, areas of improvement and capacities

• Support sites in developing network with other departments to improve study start-up, patient management and recruitment. Support negotiation of study fees, contracts, contract templates and master templates as

applicable

2. Novartis internal:

• Optimizes Novartis processes to simplify and speed up study start-up with focus on site set-up

• Communicates knowledge regarding sites and the overarching topics to the organization and informs and advises relevant functions actively (e. g. site selections)

Required Competency:

Customer Focus

Strategic Mindset

Action Oriented

Promote Engagement

Minimum requirements

• Degree in scientific or health discipline required and an advanced degree with clinical trial experience and/or project management (preferred)

• Fluent in English and local language (written and spoken)

• Minimum 5 years' experience in work with hospital customers. (e.g., clinical research or in a role that oversees (project management) and/or with monitoring clinical trials)

• Capable of leading in a matrix environment, without direct reports. Understanding of all aspects of clinical drug development with particular emphasis on monitoring and study execution

• Strong project management capabilities with demonstrated ability to problem solve and mediate complex issues

• Thorough understanding of the international aspects of drug development processes, including strong knowledge of international standards (GCP/ICH), health authorities (FDA/EMA), local/National Health Authorities regulations and Novartis standards

• Demonstrated negotiation and conflict resolution skills both internal and external (site relationships) . Strong influencing and presentation skills. Strong communication skills. Communicates effectively in a local/global matrix environment

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Benefits and Rewards:

You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook.

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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.

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 midcareer-r.japan@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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

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Universal Hierarchy Node
Τοποθεσία
Japan
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Toranomon (NPKK Head Office)
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SSO Site Partnership Manager

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