

Vendor Alliance Lead Associate Director Licensing Translations

Job ID

REQ-10047432

Apr 10, 2025

United Kingdom

Summary

Reporting to the Head Vendor Alliances, Vendor Alliance Lead – Associate Director is responsible for the management of outsourced clinical activities and deliverables of one or more supported External Relationship Management Teams (ERMT) for Licensing and Translations.

About the Role

Key responsibilities:

- Oversee business review meetings with vendors using KPI, KQI, and UVP dashboards, along with facilitating internal cross-functional ERMT meetings.
- Potential to lead a team of Vendor Startup Managers (VSM) to assist with supplier startup activities.
- Handle escalated global or country-specific vendor issues and identifying systemic problems through root cause analysis.
- Using technological resources for efficient and systematic issue resolution.
- Serve as a category expert, providing crucial training and expertise for stakeholders while ensuring compliance with necessary SOPs and guidelines.
- Lead Corrective and Preventive Actions (CAPA) management resulting from audits & inspections, and provide support during Health Authority inspections.
- Drive innovation and improvements within the category, in addition to proactive risk management.
- Support both global and local vendor qualification processes when necessary, and assist Vendor Startup Managers (VSM) in their collaborations with Site Startup (SSU) teams.

Essential requirements:

- At least 5 years of working experience along with excellent knowledge of clinical operation processes and vendor management.
- Should have excellent knowledge of GxP and ICH regulations.
- Requires very good knowledge of clinical trial design and its connection to supplier requirements.
- Must possess a thorough and technical understanding of Novartis specifications for supplier-provided services and be experienced in User Acceptance testing for eCOA and IRT.
- Should be skilled in site collaboration, site activation, and vendor management including outsourcing, contracting, and sourcing of clinical services.
- Essential to be results-driven and have a demonstrated ability to complete projects on time.
- The candidate should have strong cross-functional team collaboration abilities and be comfortable working in a matrixed environment.

- Must possess strong influencing and negotiation skills, excellent written and oral communication skills, and excellent problem-solving skills, as well as a willingness to make decisions and take responsibility for them.

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Division

Development

Business Unit

Innovative Medicines

Location

United Kingdom

Site

London (The Westworks)

Company / Legal Entity

GB16 (FCRS = GB016) Novartis Pharmaceuticals UK Ltd.

Alternative Location 1

Home Worker, United Kingdom

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

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