

# Manager, Labor Rights

Job ID  
REQ-10048438  
Apr 29, 2025  
Malaysia

## Summary

We are seeking a confident, collaborative, and solutions focused Manager, Labor Rights to support the execution of Novartis global labor rights program, with a focus on India and the broader Asia Pacific Middle East and Africa (APMA) region.

This role will support labor rights and raw material certification risk assessments & due diligence for external partners; drive mitigation efforts and contribute to the development of the Labor Rights (LR 2.0) program. The role will also support in meeting our corporate responsibility under Corporate Sustainability Due Diligence Directive (CSDDD), particularly focused on supply chain risks beyond primary Tier 1 partners. This is an execution-focused position, requiring strong project management, stakeholder engagement, and hands-on experience in operationalizing labor rights standards in Novartis value chain.

## About the Role

### Key Responsibilities

- Lead risk assessments & due diligence on labor rights and raw material certification for all in-scope external partners, including creating, tracking and closing mitigation actions/corrective action plans (CAPAs), in line with Novartis global labor rights risk management protocols and international human rights standards.
- Deliver capability-building programs for external partners using a maturity model framework.
- Provide targeted training and guidance to internal stakeholders viz. Procurement, Business Owners, Legal and other relevant functions to embed labor rights due diligence into business processes.
- Support the deployment of risk tools (e.g., worker voice, grievance mechanisms) to enhance labor rights risk assessments & remediation.
- Investigate and resolve relevant SpeakUp cases related to external partners.
- Track and report relevant program KPIs and maintain labor rights data for reporting and continuous improvement.
- Support implementation of labor rights-related projects and activities identified through CSDDD gap analysis, especially in the APMA region.
- Contribute to relevant CSDDD workstreams—especially Assessments, Risk Mitigation, Remedy, and Stakeholder Engagement.
- Actively support the broader Human Rights team strategy and cross-functional projects.

### Qualifications & Experience

- Degree or equivalent experience in law, human rights, supply chain management, international relations, international development, or related fields.
- Experience in labor rights risk management, including hands-on engagement with external partners on

labor rights compliance with international labor standards.

- Familiarity with international labor standards (e.g., ILO Core Conventions, UNGPs, OECD Guidelines) and CSDDD.
- Strong analytical skills to translate data into clear, actionable insights.
- Fluency in English; additional languages relevant to the APMA region are a plus.
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## Key Attributes

- **Strategic & Analytical:** Comfortable interpreting risk data and identifying trends to inform decisions.
- **Collaborative:** Builds strong partnerships across internal stakeholders and external partners.
- **Agile and proactive:** Responds quickly to evolving priorities, anticipates issues, and drives practical solutions.
- **Effective Communicator:** Clear, persuasive, and audience appropriate.
- **Results-Oriented:** Owns deliverables end-to-end and thrives in a fast-paced environment.
- **Structured:** Manages multiple workstreams with clarity and discipline.
- **Commitment** to a people-first, risk-based approach that prioritizes worker well-being.

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## Commitment to Diversity and Inclusion:

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Division

Ethics Risk & Compliance

Business Unit

Sandoz

Location

Malaysia

Site

Selangor

Company / Legal Entity

MY01 (FCRS = MY001) Novartis Corporation (Malaysia) Sdn. Bhd. (19710100054)

Alternative Location 1

Hyderabad (Office), India

Functional Area

Legal & Intellectual Property & Compl.

Job Type

Full time

Employment Type

Regular

Shift Work

No

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