

Head DDIT OPX Global Initiatives

Job ID

REQ-10020448

Sep 30, 2024

Czech Republic

Summary

- Lead and manage company wide Data, Digital & IT initiatives.
- Supports CIO with senior stakeholder management discussions & preparation work on presentations.
- Manage the design, deployment and delivery of programs or complex projects, project work streams or programs providing IT solutions.
- Indirect management of program/project teams (internal and external) and maintain control of progress, quality and budget.
- Responsible for leading cross-functional teams to execute complex DDIT programs & initiatives.
- Understand the business direction, align strategy to scope of the critical DDIT program, and drive measurable expected results aligned with business process and solution standards.
- Ensure a smooth transition to operations and the optimal planning and execution of all activities associated with a release.
- Consult on frameworks, market insights and tech trends based on initiatives launched.

About the Role

Major accountabilities:

- Ensure initiatives goals are accomplished and in line with business objectives.
- Manage all major initiatives activities, ensuring the accuracy, quality, and integrity of the information, while providing consistency in content and deployment standards.
- Manage the development of initiatives plans, specifying goals, strategy, staffing, scheduling, risks, contingency plans, and allocation of available resources to accomplish the desired business outcomes, aligned with time and budget commitments.
- Collaborate effectively with other functions in the organization, as well as with strategic suppliers providing insights to the initiatives.
- Own status, issues and risks through appropriate channels / tools and ensures that these are reported back

to agreed governance (e.g. Steering Committee) with a focus on required actions, ownership, and risk management.

- Proactively consult with management and review initiative proposals to shape goals, time frame, funding limitations, procedures for accomplishing program
- Lead the program team members (project managers, workstream leads) and provide thought leadership aligned with expected results ensuring consistency of implementation approach and adherence to applicable methodologies, processes, tools, and standards.
- Take accountability to ensure adherence with security and compliance policies and procedures within the company initiative scope.

Requirements:

- IT Technology background
- Knowing best practices in IT & pharma companies to support external views on particular initiatives
- Excellent presentation & consultancy skills to enable capturing information in logical & meaningful way for business to understand IT terms.
- Ability to work and lead (a cross-functional team) in a matrix environment.
- Leading major change management activities.
- People Management.

You'll receive:

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement) ; 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program – choice of benefits from Benefit Plus Cafeteria in the amount of 12,500 CZK per year; Meal vouchers in amount of 105 CZK for each working day (full tax covered by company); Car Allowance; MultiSport Card. Find out more about Novartis Business Services:

<https://www.novartis.cz/>

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of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to <di.cz@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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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

Operations

Business Unit

CTS

Location

Czech Republic

Site

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o

Alternative Location 1

Barcelona Franqueses, Spain

Functional Area

Technology Transformation

Job Type

Full time

Employment Type

Regular

Shift Work

No

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