

# Associate Director, Talent Acquisition, Projects

Job ID

REQ-10024812

Oct 07, 2024

India

## Summary

About this role:

In this role you will be responsible for the creation and execution of the talent acquisition strategy for specific projects. You will lead a cross functional team of existing TA professionals distributed across multiple countries globally. You will also be the single point of contact from talent acquisition for the global program and its stakeholders. You will need to collaborate with P&O colleague and business leaders in multiple business functions. As the first team of its kind, your work will define the longer term strategy and success of the program.

## About the Role

### Key responsibilities:

- As a Talent Acquisition Lead in India you will define and execute the fit for purpose end-to-end Talent Acquisition strategy for the program. You will lead a great team of TA professionals distributed across the globe and your objective will be to create and implement strategies to attract the best talent.
- You will drive operational excellence throughout the talent acquisition lifecycle, including data integrity, and adherence to key TA success metrics.
- You will lead, coach, and develop a group of experienced talent acquisition business partners responsible for acquiring the most diverse top talent. You will oversee capacity planning as well as the performance and capability building of your team. Proactively give feedback to your teams on their performance and work with them to ensure they reach their growth potential.
- Develop engaging relationships with hiring managers and leaders at all levels across functions and provide coaching and training in the end-to-end hiring funnel to enable co-ownership of the hiring agenda.
- Partner and co-own current hiring and future pipeline requirements with our sourcing team with specific focus on niche & business critical skill areas.
- Develop a data-driven approach to optimize our efficiency, inform decision-making and enable more proactive planning of our workforce, in collaboration with other TA and P&O leaders.
- Collaborate with Recruitment Marketing to help identify passive, diverse top talent to raise awareness. You will proactively share market and competitive intelligence to inform talent, business, and organizational design decisions with the Business & P&O colleagues..
- You will drive a strong talent assessment process and rigor across all hiring teams that ultimately deliver the best talent.
- Provide regular progress updates to your team and project owners and leadership including market intelligence and competitor analysis for your function and region, as well as any hiring manager or candidate feedback.

- Be an ambassador for the Novartis mission and purpose, strengthen our employer brand and inspire candidates to join Novartis.

### **Essential Requirement:**

- 12+ years of experience in recruitment either in an agency or inhouse talent acquisition team.
- Recent experience in leading, coaching & mentoring diverse talent acquisition teams across borders, preferably with expertise in hiring for business and pharma functions.
- Must have strong presentation, communication (both written and verbal), influencing and negotiation skills.
- Exceptional assessment and interviewing skills, with a strong command of assessment and selection methodologies, instruments, and processes.
- Ability to manage relationships with Senior Leaders on the key deliverables and partner with your P&O peers to deliver a talent agenda.
- Previous experience in driving a targeted D&I hiring agenda across a complex ecosystem.
- Ability to extract and interpret data from internal and external data sources.

### **Desirable Requirements:**

- Ability to navigate a complex and ambiguous environment.
- Ability to inspire and develop remote teams to become a best-in-class talent acquisition function that delivers exceptional candidate experience.
- Expertise and understanding of the latest regional hiring trends with a focus on the pharmaceutical industry.
- Strong project management and critical thinking skills with thorough attention to detail.

**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.

**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

People & Organization

Business Unit

CTS

Location

India

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area  
Human Resources  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No  
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Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

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