

Analyst - Patient Oriented Programs

Job ID
REQ-10006270

May 20, 2024

India

Summary

The primary responsibility of this role is to manage patient oriented program (POP). Responsible to ensure compliance in POP end to end activities as per the applicable process and quality standards. Liaison with the cross functional team for successful execution of POP.

About the Role

Analyst Patient-Oriented Program

Location - Hyderabad #LI Hybrid

About the Role:

The primary responsibility of this role is to manage patient oriented program (POP). Responsible to ensure compliance in POP end to end activities as per the applicable process and quality standards. Liaison with the cross functional team for successful execution of POP.

Key Responsibilities:

- Administer end to end POP process on behalf of Business Owner (BO) in accordance with Doing Business Ethically (DBE) policy and POP Standard Operating Procedures (SOP).
- Coordinate with all POP stakeholders (POP Champion/ Procurement/ Legal/ Patient Safety/ Compliance/Quality Assurance) and create POP documents.
- Responsible for obtaining the necessary approvals for conduct of POP in a timely manner. Responsible for the overall management of the External Service Providers (ESP) compliance check prior to fieldwork initiation.
- Enter program details in the POPsys database throughout the conduct of the POP. Keep track of all required activities (First Participant First Contact (FPFC)/Last Participant Last Contact (LPLC) dates, Adverse Event Reconciliation (AER), Periodic Reviews, closure, etc.) related to POP conduct and ensure no monitoring gaps before program closure in POPsys.
- Maintain documentation for all POP related activities in POP repository. Ensure identified quality issues are well documented in quality issue (QI) management tool. Create issue record and perform proper investigation, root cause analysis followed by risk assessment and corrective and preventive actions (CAPA).
- Ensure proper handover of activities when leaving the role/organization/planned leaves and liaise with POP Champion. Effective management of all projects assigned, and timely escalation of findings related to projects. Seek constant feedback from stakeholders and improve on suggestions put forth.

Essential Requirements:

- Preferable experience with 2- 5 years ' experience in the pharmaceutical industry within Clinical, Pharmacovigilance (PV), Medical/regulatory Affairs, or relevant experience in pharma compliance or commercial framework.
- Good understanding of local regulatory requirements and applicable policies surrounding pharmaceutical industry
- Ability to communicate effectively across different audiences, organizational levels and local and global teams.

Desirable Requirements:

- College/university degree, preferably in security, criminal justice, crisis management, business continuity or other related field. Advanced degree is highly desirable (e.g., Master ' s degree or MBA).

Why Novartis: Our purpose is to reimagine medicine to improve and extend people ' s lives and our vision is to become the most valued and trusted medicines company in the world. How can we

achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

You ' ll receive:You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook. <https://www.novartis.com/careers/benefits-rewards>

Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Network here: <https://talentnetwork.novartis.com/network>.

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>

Division
Operations

Business Unit
CTS

Location
India

Site
Hyderabad (Office)

Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area
Marketing

Job Type
Full time

Employment Type
Regular

Shift Work
No

[Apply to Job](#)

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 diversityandincl.india@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

iframe{ width: 100%; margin-top: 3rem; } @media screen and (max-width: 767px){ iframe{ height: 30vh !important; } } @media screen and (min-width: 768px){ iframe{ height: 34vh !important; } }



Job ID
REQ-10006270

Analyst - Patient Oriented Programs

[Apply to Job](#)

Source URL:

<https://www.novartis.com/kr-ko/careers/career-search/job/details/req-10006270-analyst-patient-oriented-programs>

List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://www.novartis.com/careers/benefits-rewards>
3. <https://talentnetwork.novartis.com/network>
4. <https://www.novartis.com/about/strategy/people-and-culture>
5. <https://talentnetwork.novartis.com/network>

6. <https://www.novartis.com/careers/benefits-rewards>
7. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Hyderabad-Office/Analyst---Patient-Oriented-ProgramsREQ-10006270>
8. <mailto:diversityandincl.india@novartis.com>
9. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Hyderabad-Office/Analyst---Patient-Oriented-ProgramsREQ-10006270>