

## 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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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>

## Join our Novartis Network:

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

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Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because 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](mailto: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.

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  
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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