

# Ethics, Risk & Compliance Manager

Job ID

REQ-10019363

Aug 22, 2024

Malaysia

## Summary

-Supports, enables and drives activities and supporting the effective implementation of key Programs supporting our business strategies by providing leadership for major initiatives and global projects in the area of Ethics Risk & Compliance to manage compliance and reputation risks.

## About the Role

### Major accountabilities:

Under the direction of leadership with the ERC Head and in close collaboration with Representatives from other Functions, the Ethics, Risk & Compliance Manager has the following responsibilities:

- Drive robust implementation of the ERC Manager role and provide support to ERC Head
- Support local implementation activities using existing tools.
- Up skill the capabilities of the teams by providing ERC training.
- Develop and update supporting materials and tools related to Ethics Risk and Compliance /Risk / EPRM / Doing Business Ethically
- Support design of an effective Anti-Bribery / Third party governance framework and support robust implementation, upon request of respective leadership.
- Provide strategic support and manage / contribute to ERC / EPRM/ RISK/ Doing Business Ethically Projects.
- Provide strategic support to ERC upon request, including managing / being an active team member of strategic Projects for a range of ERC topics.

### Minimum Requirements:

#### Work Experience:

- Bachelor's degree in any relevant field is required.
- Minimum 5 years of work experience preferably in pharmaceutical or healthcare industries with relevant exposure to compliance function or related components.
- Experience in a highly regulated industry with its dynamics, regulatory framework
- Proven ability to lead complex projects and collaborate within and across cross functional teams and business units, in a matrixed environment
- Knowledge of healthcare regulations, Compliance Program structure and administration.
- Compliance Certification status would be an advantage.

### Skills:

- Knowledge of Compliance Laws, Regulations, Guidelines and Industry Codes.

- Compliance Business Partnering
- Ability to Drive a Compliance Culture.
- Compliance Reporting Procedures.
- Compliance trends and analytics for proactive risk management.
- Compliance Risk Assessment and Remediation Protocols.

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Division

Ethics Risk & Compliance

Business Unit

Innovative Medicines

Location

Malaysia

Site

Selangor

Company / Legal Entity

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

Functional Area

Legal & Intellectual Property & Compl.

Job Type

Full time

Employment Type

Regular

Shift Work

No

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