

Ethics, Risk & Compliance Operations Manager (m/f/d) " >

Job ID
329042BR
Slovenia

Job Description

Billions of units!> Novartis Technical Operations (NTO) brings billions of units of medicine to countries around the world and we, NTO Ethics, Risk and Compliance (ERC), support NTO to act ethically, manage risk and reliably achieve our company objectives. And we're committed to supporting Novartis associates in their everyday efforts to build trust with society.

As Ethics, Risk & Compliance Operations Manager (m/f/d), you will be in charge to ensure all aspects of the communications, training and operational excellence activities of the NTO Ethics, Risk & Compliance (NTO ERC) function are run effectively and efficiently and embedded in the daily operations. Drive, develop and further evolve the Ethics, Risk and Compliance Program ("ERC Program") and execution across a variety of initiatives to embed culture of integrity within NTO.

Your key responsibilities

- Provide strategic direction and guidance to the ERC Site Managers to drive the site implementation of ERC Program in their daily operations.
- Up-skill the capabilities of the ERC Site Managers by providing functional support, training, continuous professional development and supporting materials and tools.
- Influence and engage the sites to continually monitor effectiveness of ERC programs, including cultural drivers of ethical decisions and integrity for continuous improvement.
- Develop consistent internal and external presentations with targeted messaging to drive impact for NTO ERC Function including managing daily operational support for NTO ERC Onboarding, Off-Sites, Executive Onboarding, Town Halls, Monthly Meetings, Training and Webinars.
- Lead in developing, refining, and adapting standards related to ERC Program to meet evolving requirements; and promote consistently high standards and operational excellence by utilizing latest trends, techniques, systems, and tools.
- Drive, define and execute on NTO ERC training and communication strategy ensuring alignment with functional and organizational requirements, priorities, and needs.
- Actively engage with internal and external ERC networks and collaborate with a variety of functions to identify trends, particularly focusing on communication, training and operational excellence to shape and influence the environment, and build trust around Novartis reputation
- Provide strategic support to Global Head NTO ERC including managing and being an active team member of strategic Projects for a range of ERC topics including key One ERC cross-divisional, projects and initiatives.

Diversity & Inclusion / EEO

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

Minimum Requirements

What you will bring to the role

- 3-5 years of top tier consulting experience or compliance leadership in pharmaceutical, device or healthcare industries with relevant exposure to compliance function or related components preferred
- 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.
- Experience with crisis management
- Knowledge of healthcare laws and regulations
- Knowledge of ERC Program structure and administration; Compliance Certification status a plus
- Strong collaborator, networking and relationship management
- Strategic mindset, excellent judgment at a complex organizational level, and proactive and dynamic style that fosters informed decision making, particularly on challenging, complex and difficult issues

We offer **permanent contract**, work in a dynamic environment, collaboration with different teams, knowledge and experience sharing within the global Novartis system. You are kindly encouraged to submit your application, including CV, **by 26th of October, 2021** .

Why consider Novartis?

769 million. That's how many lives our products touch. And while we're proud of that fact, in this world of digital and technological transformation, we must also ask ourselves this: how can we continue to improve and extend even more people's lives?

We believe the answers are found when curious, courageous and collaborative people like you are brought together in an inspiring environment. Where you're given opportunities to explore the power of digital and data. Where you're empowered to risk failure by taking smart risks, and where you're surrounded by people who share your determination to tackle the world's toughest medical challenges.

We are Novartis. Join us and help us reimagine medicine.

Commitment to Diversity & Inclusion:

Novartis embraces diversity, equal opportunity and inclusion. We are committed to building diverse teams, representative of the patients and communities we serve, and we strive to create an inclusive workplace that cultivates bold innovation through collaboration, and empowers our people to unleash their full potential.

We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and to receive other benefits and privileges of employment.

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>

Division

Novartis Technical Operations

Business Unit

NTO ERC

Location

Slovenia

Site

Ljubljana

Company / Legal Entity

LEK SVN

Functional Area

Legal & Intellectual Property & Compl.

Job Type

Full Time

Employment Type

Regular

Shift Work

No

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