

## Project Manager Process Governance Assoc. Dir. DDIT

Job ID  
REQ-10045050

5月 26, 2025

Mexico

### 摘要

As an Associate Director Assoc. Dir. DDIT M&A DE Process Governance, you will play a crucial role in the Deal Enablement team.

This role acts as the guardian of process adherence, ensuring that all M&A IT teams follow the established frameworks, tools, and methodologies when planning and executing M&A IT deals. While governance is the foundation, this role goes beyond checklists—it's about enabling teams to work faster, smarter, capturing real-world feedback, and closing the gap between process design and execution.

### About the Role

#### Key Responsibilities

1. Governance Oversight & Framework Enforcement

- Ensure consistent application of M&A IT methodologies, processes, and tools across all phases of deal planning and execution.
- Identify gaps between defined processes and real-life execution; develop mitigation and improvement plans.
- Escalate non-compliance or risk areas while maintaining a solutions-oriented and collaborative approach.

## 2. Stakeholder Collaboration & Process Alignment

- Act as a central point of contact for M&A IT teams to clarify governance expectations, answer process-related questions, and support adherence.
- Collaborate with M&A IT Functional Leads, Program Managers, and project teams to ensure process fit and alignment with deal requirements.
- Capture stakeholder feedback from each M&A project to ensure frameworks remain relevant, practical, and effective.
- Conduct regular reviews and interviews with key stakeholders to understand unique challenges of ongoing and past deals.

## 3. Process Optimization & Continuous Improvement

- Drive updates to M&A IT framework, based on feedback, lessons learned, and observed process deviations.
- Identify and eliminate process inefficiencies or duplications to streamline M&A IT delivery.
- Partner with the Deal Enablement team to document new best practices and embed them into training materials or process libraries.
- Help define KPIs and success metrics to measure governance effectiveness and team compliance.

## 4. Project Management Support

- Provide governance oversight and guidance during active M&A deals, ensuring processes are embedded in execution plans.
- Support program and project managers in aligning project timelines and deliverables with governance standards.
- Assist in developing governance-related documentation, templates, and dashboards for use across the M&A IT team.

## 6. Knowledge Sharing & Enablement

- Create and lead training sessions, workshops, or onboarding activities to raise awareness of governance practices.
- Actively contribute to knowledge sharing within the Deal Enablement team and the wider M&A IT organization.
- Maintain clear documentation of governance policies, playbooks, and frameworks for cross-team visibility and learning.

## Ideal Background

- University degree or equivalent. Master ' s degree desirable.
- Experience in project or program management, preferably within an IT, M&A, or large-scale transformation environment.
- Excellent stakeholder management and communication skills, able to influence without authority.
- Prior experience in M&A IT projects is a strong plus.
- Experience supporting or participating in Due Diligence processes is a bonus.
- Familiarity with AI tools and their potential applications in governance or IT process automation is a welcome addition.

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部门

Operations

Business Unit

Universal Hierarchy Node

地点

Mexico

站点

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area

Technology Transformation

Job Type

Full time

Employment Type

Regular

Shift Work

No

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