

## Deputy Head Due Diligence

Job ID  
REQ-10051700

5月 17, 2025

USA

### 摘要

The Novartis Corporate & Business Development team is seeking a new Deputy Lead for a cross-functional team of subject matter experts in due diligence (DD) phase of external partnering evaluations. This individual will be accountable to ensure robust, fair balance, and timely scientific / technical DD evaluations and to develop an integrated DD team recommendation.

Location: Cambridge MA, US

LI-#hybrid

### About the Role

Major Accountabilities:

Drives (as Deputy) an integrated approach for the review, evaluation, and recommendation of BD&L opportunities in close partnership with BD&L / M&A

- Lead / accountable for scientific / technical DD primary evaluation (targeted DD to address key questions) and for the confirmatory DD (in-depth opportunity review) in close partnership with S&E / BD&L Lead / M&A Lead
- Responsible for operational excellence in the set up and conduct of DD (adherence to BD&L process; review of data, development plan / timelines, on site visits etc.)
- Lead / accountable for reporting and communication of scientific / technical DD findings. Ensures fair balance and accuracy.
- Lead / accountable for developing an integrated and aligned risk management plan
- Co-ordinates and chairs DD team review, discussions and recommendation.
- Reports on due diligence progress in collaboration with BDL
- Presents scientific / technical DD findings to management
- Ensures the correct handling of confidential information and compliance with confidential disclosure obligations and ensures the DD teams do the same

Key partner to pharma BD&L / M&A / Commercial (as leads) for overall deal making recommendations

Ensures continuity of scientific / technical input through opportunity evaluation by contributing to early evaluation activities and by leading the critical evaluation, challenge and integration of cross-functional technical inputs in DD phases

#### Leadership

- Fosters a high-performing team environment
- Provides coaching and leadership to newer and/or less experienced DD Heads and DD team members
- Drives team recommendation based on integrated view on the opportunity with fair balance of opportunities and risks, and with solution focused outlook.
- Ensures professional and positive interactions with the external company
- Raises contentious issues in a manner that drives resolution, and enables others to do the same
- Documents DD team members are trained according to requirements

Requirements:

Education and/or professional experience:

Doctoral or equivalent degree in preferably in life science combined with business management training or experience

Experience / Professional Requirements:

- Extensive drug development expertise, with 10+ years ' experience in pharma drug development spanning across several disciplines and stages (from research to commercial)
- Past contribution to in-licensing, M&A and due diligence; extensive experience an advantage
- Strong interpersonal and people leadership skills, ability to integrate across functions and organizations to build collaborative relationships
- Advanced planning and tracking skills with attention to detail including experience with project management and tools
- Well-organized, excellent time management with respect to priorities and self-management
- Coaching skills
- Fast action taker, ability to quickly grasp the essence of new projects. Involves the right team members in the right situation at the right time.
- Expert verbal and written communication skills
- Sound judgement of which risks and issues need to be highlighted and properly communicated to (senior) management.

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Novartis Compensation and Benefit Summary: The pay range for this position at commencement of employment is expected to be between \$261,100.00 - \$484,900.00 USD per year; however, while salary ranges are effective from 1/1/25 through 12/31/25, fluctuations in the job market may necessitate adjustments to pay ranges during this period. Further, final pay determinations will depend on various factors, including, but not limited to geographical location, experience level, knowledge, skills, and abilities. The total compensation package for this position may also include other elements, including a sign-on bonus, restricted stock units, and discretionary awards in addition to a full range of medical, financial, and/or other benefits (including 401(k) eligibility and various paid time off benefits, such as vacation, sick time, and parental leave), dependent on the position offered. Details of participation in these benefit plans will be provided if an employee receives an offer of employment. If hired, employee will be in an "at-will position" and the Company reserves the right to modify base salary (as well as any other discretionary payment or compensation program) at any time, including for reasons related to individual performance, Company or individual department/team performance, and market factors.

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部门  
Strategy & Growth

Business Unit  
Innovative Medicines

地点  
USA

状态

Massachusetts

站点

Cambridge (USA)

Company / Legal Entity

U061 (FCRS = US002) Novartis Services, Inc.

Functional Area

BD&L & Strategic Planning

Job Type

Full time

Employment Type

Regul ä r

Shift Work

No

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