

Associate People Partner

Job ID
REQ-10067457

11月 27, 2025

India

摘要

About the role:

To act as a advisor offering in-country policy expertise and knowledge to support and educate leaders, managers and associates on all P&O topics on the moments that matter. People Partners support all divisional customer groups in country enabling the delivery of lifecycle events, the employee value proposition, talent acquisition, talent management, learning, performance management, employee relations, rewards, pay and reporting. In addition, People Partners coordinate P&O change initiatives at a country level by supporting Business Partners. Typically manages P&O people partnering, where: Direct FTE supported by role (for Manager FTE supported by team); 150+. Stakeholder Profile (Number of OPMs); Below B5 criteria.

Key Requirements:

- Provide support and specific advice for operations on Employee Life Cycle Mgmt. Support the implementation of rewards and incentives. Provide support for Org Mgmt implementation. Collaborates with first line managers. Support business ownership and accountability of diversity, equity and inclusion initiatives
- Support and handle diversity, equity and inclusion at all levels, e.g., gender representation, LGBTI, pay equity -Support culture and supports implementation of corporate initiatives (e.g. Evolve, hybrid working) -Guides people managers on role evaluations in line with local governance.

- Communicate full spectrum of inclusion & Psychological Safety -Support on design new hire onboarding initiatives. Support buy-in and utilization of data and analytics to identify risk and trends, and to apply these business insights to inform decisions and actions.
- Support D&I efforts and align with global or local initiatives / implementation. Support quality, effectiveness, efficiency and continuous improvement for P&O People Partnering and related processes.
- Embraces customer feedback to understand the customer journey with moments that matter and drives continuous improvement. Implement enhancements and modification as necessary to meet both the business and customer needs.
- Ensure compliance with local equity / Equal Employment Opportunity (EEO) regulations -First point of escalation for all leaders and managers on their day-to-day P&O topics, providing expert advice, guidance and support.
- Support the delivery of in-country transformations, consult and negotiate with local works council / unions, provide advice and guidance for managers through the local process, oversee associate notice / handover meetings and overall restructuring lifecycle.
- Support the execution of local implementation of large-scale organizational and day-to-day organizational structure changes, in line with country regulations / policies. Support alignment and harmonization of local regulations with P&O Board; monitors compliance, risk management and review P&O controls (as part of the NFCM framework) working with People Partner team.
- Manage internal movement offers and mobility. Contributes ideas and solutions to the P&O network (Country Business Partners, Global Business Partners and Country P&O Boards). Provide credible P&O People Partnering to people leaders, manager and associates offering advice and guidance on the moments that matter. Provides coaching and counselling to Country P&O Business Partners on local policies and processes.
- Seeks to establish strong relationships with cross-divisional P&O community members to understand needs and challenges and drive continuous improvement. Support and coach leaders, manager and associates on all P&O topics including promoting self-sufficiency in people processes. Support in country where there is no TAS presence.

About the Role

Key Requirements:

- Provide support and specific advice for operations on Employee Life Cycle Mgmt. Support the implementation of rewards and incentives. Provide support for Org Mgmt implementation. Collaborates with first line managers. Support business ownership and accountability of diversity, equity and inclusion initiatives
- Support and handle diversity, equity and inclusion at all levels, e.g., gender representation, LGBTI, pay equity -Support culture and supports implementation of corporate initiatives (e.g. Evolve, hybrid working) -Guides people managers on role evaluations in line with local governance.
- Communicate full spectrum of inclusion & Psychological Safety -Support on design new hire onboarding initiatives. Support buy-in and utilization of data and analytics to identify risk and trends, and to apply these business insights to inform decisions and actions.
- Support D&I efforts and align with global or local initiatives / implementation. Support quality, effectiveness, efficiency and continuous improvement for P&O People Partnering and related processes.

- Embraces customer feedback to understand the customer journey with moments that matter and drives continuous improvement. Implement enhancements and modification as necessary to meet both the business and customer needs.
- Ensure compliance with local equity / Equal Employment Opportunity (EEO) regulations -First point of escalation for all leaders and managers on their day-to-day P&O topics, providing expert advice, guidance and support.
- Support the delivery of in-country transformations, consult and negotiate with local works council / unions, provide advice and guidance for managers through the local process, oversee associate notice / handover meetings and overall restructuring lifecycle.
- Support the execution of local implementation of large-scale organizational and day-to-day organizational structure changes, in line with country regulations / policies. Support alignment and harmonization of local regulations with P&O Board; monitors compliance, risk management and review P&O controls (as part of the NFCM framework) working with People Partner team.
- Manage internal movement offers and mobility. Contributes ideas and solutions to the P&O network (Country Business Partners, Global Business Partners and Country P&O Boards). Provide credible P&O People Partnering to people leaders, manager and associates offering advice and guidance on the moments that matter. Provides coaching and counselling to Country P&O Business Partners on local policies and processes.
- Seeks to establish strong relationships with cross-divisional P&O community members to understand needs and challenges and drive continuous improvement. Support and coach leaders, manager and associates on all P&O topics including promoting self-sufficiency in people processes. Support in country where there is no TAS presence.

Essential Requirements:

- Experience: 4 to 7 years of work experience in a HR environment, preferably in the pharmaceutical industry.
- MBA in HR or equivalent is a must (preferably full time)
- Strong stakeholder management, customer influence and influencing skills, capable to build relationships and work independently.

Desirable Requirements:

- Demonstrate ability to leverage data and analytics for business insights to inform business decisions evidenced through positive client feedback.
- Demonstrate service delivery levels are within defined SLAs. Demonstrate simplification and optimization of local People Partner team processes (e.g., time efficiencies, handoff reduction, quality improvement).
- Ensure compliance to global standards by meeting acceptable tolerances of risks / issues / audit findings. Lead and project manage the delivery of P&O initiatives against agreed timelines, scope and objectives (time, cost, quality).
- Monitor and ensure FTE cost control, operational costs, budgeting processes and SLAs are met and remain compliant.

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>

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>

部门

People & Organization

Business Unit

Human Resources

地点

India

站点

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Human Resources

Job Type

Full time

Employment Type

Regular

Shift Work

No

[Apply to Job](#)

Accessibility and accommodation

Novartis is committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to perform the essential functions of a position, please send an e-mail to diversityandincl.india@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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



Job ID
REQ-10067457

Associate People Partner

[Apply to Job](#)

Source URL:
<https://prod1.novartis.com.cn/careers/career-search/job/details/req-10067457-associate-people->

partner

List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://www.novartis.com/careers/benefits-rewards>
3. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Hyderabad-Office/Associate-People-PartnerREQ-10067457>
4. <mailto:diversityandincl.india@novartis.com>
5. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Hyderabad-Office/Associate-People-PartnerREQ-10067457>