

Congress & Events Associate

Job ID
REQ-10073709

3月 17, 2026

Colombia

摘要

Specialisti tecnici o analisti all'interno di una sottofunzione specializzata, che forniscono supporto alle sottofunzioni locali, regionali o globali, ad esempio i servizi di marketing.

Team di supervisione dei ruoli di amministratori/non professionisti.

Gestire tutti gli aspetti di congressi ed eventi: pianificazione, amministrazione, innovazione e creatività, negoziazione con i fornitori, gestione e coordinamento delle persone.

About the Role

Major Accountabilities

-Sostenere il Resp. degli eventi per completare l'intero processo di approvazione interno e fornire la documentazione di supporto, tra cui richiesta del relatore, PR/PO, pagamento, ecc.

Key Performance Indicators

- Qualità e risultato dell'esecuzione logistica
- Compliance, finance and NP4 adherence
- Soddisfazione cliente

Work Experience

Esperienza lavorativa nell'industria farmaceutica
Project Management
Operations management and execution

Skills

Comunicazione d'impresa
Flessibilità
Marketing
Comunicazioni di marketing
Relazioni con i media
Comunicati
Reti sociali
Comunicazioni strategiche
Fiere

Language

Inglese

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: Learn about all the ways we'll help you thrive personally and professionally. [Read our handbook \(PDF 30 MB\)](#)

部門
International

Business Unit
Marketing

地点
Colombia

站点
Bogota (Pharmaceuticals / GDD / NTO / CTS)

Company / Legal Entity
CO01 (FCRS = CO001) Novartis de Colombia S.A

Functional Area
Marketing

Job Type
Full time

Employment Type
Regolare

Shift Work
No

```
function adjustKalturaPlayer() { var deviceWidth = window.innerWidth ||
document.documentElement.clientWidth || document.body.clientWidth; var mediaElement =
document.getElementById("kalturaplayer69be6aafc5884401506583"); var mediaContainer =
mediaElement.closest('.nc-kaltura-media'); var originalWidth = "1200px"; var originalHeight = "674px";
var originalWidthValue = parseFloat(originalWidth); var originalHeightValue =
parseFloat(originalHeight); var mediaType = "video"; var isResponsive = false; // Get computed styles
of the container element. var parentStyles = window.getComputedStyle(mediaContainer); var
finalWidth = parseFloat(parentStyles.width); if (finalWidth < originalWidthValue) {
var config = { targetId:
"kalturaplayer69be6aafc5884401506583", provider: { widgetId: "10m7rm1pm", partnerId:
"2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause: false,
allowMutedAutoPlay: false, loop: false }, sources: { options: {}, startTime: 0 }, plugins: { download: {
disable: true }, "playkit-js-transcript":{ position: "right", // Default: bottom;( ' left ', ' right', ' top ', 'bottom' ) to
enable transcript. expandMode: "over", // Default: alongside;( ' alongside', ' hidden ', 'over' )
expandOnFirstPlay: false, showTime: true, downloadDisabled: false, printDisabled: false, disable:
true } }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu: false },
components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets: ['Playback',
'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get:
KalturaPlayer.ui.components.Remove } ] } }; config.plugins.preventSeek = { preventSeekForward:
false, preventSeek: false }; config.plugins.floating = { disable: true }; config.plugins.navigation = {
position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; config.plugins['playkit-
```

```
js-hotspots'] = { disable: true }; config.plugins['playkit-js-moderation'] = { disable: true };  
config.plugins['playkit-js-info'] = { disable: true }; config.plugins.share = { disable: true };  
config.ui.uiComponents = []; config.plugins.googleTagManager = {};  
config.plugins.googleTagManager.customEventsTracking = {};  
config.plugins.googleTagManager.containerId = 'GTM-57RJQ5';  
config.plugins.googleTagManager.customEventsTracking.custom = [];  
config.plugins.googleTagManager.customEventsTracking = { preset: { coreEvents: true, UIEvents:  
false, playlistEvents: false, castEvents: false } };
```

```
try { var kalturaPlayer = KalturaPlayer.setup(config); // Add the player to the global array. if (typeof  
kalturaPlayerVideos !== 'undefined') { kalturaPlayerVideos.push(kalturaPlayer); } else { var  
kalturaPlayerVideos = []; kalturaPlayerVideos.push(kalturaPlayer); } // Load the Player for other  
media. kalturaPlayer.loadMedia({entryId: "1dgfvmafo"}); setTimeout(() => {  
setupAutoPause(kalturaPlayerVideos); }, 500); function setupAutoPause(players) {  
players.forEach((currentPlayer) => { currentPlayer.addEventListener('play', () => {  
players.forEach((otherPlayer) => { if (otherPlayer !== currentPlayer && typeof otherPlayer.pause ===  
'function') { otherPlayer.pause(); } })); }); } } catch (e) { console.error(e.message) }
```



VIDEO

Job ID
REQ-10073709

Congress & Events Associate

[Apply to Job](#)



Job ID
REQ-10073709

Congress & Events Associate

[Apply to Job](#)

Source URL:

<https://prod1.novartis.com.cn/careers/career-search/job/details/req-10073709-congress-events->

associate-it-it

List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://www.novartis.com/sites/novartiscom/files/novartis-life-handbook.pdf>
3. <https://novartis.wd3.myworkdayjobs.com/it-IT/NovartisCareers/job/Bogota-Pharmaceuticals--GDD--NTO--CTS/Congress---Events-AssociateREQ-10073709>
4. <https://novartis.wd3.myworkdayjobs.com/it-IT/NovartisCareers/job/Bogota-Pharmaceuticals--GDD--NTO--CTS/Congress---Events-AssociateREQ-10073709>