

Senior Scientific Operations Manager

Job ID
REQ-10084416

7月 30, 2026

India

摘要

Working closely with the IMA and IMACE Teams to provide operational support for key IMA activities and processes for assigned TAs.

About the Role

Role Summary

The Project Manager, Medical Affairs Operations serves as the primary point of contact (POC) for assigned therapeutic areas and projects, driving end-to-end project execution, operational excellence, and stakeholder coordination. The role is responsible for managing project lifecycles, ensuring timely delivery, compliance adherence, process improvements, and effective collaboration across internal and external stakeholders.

Key Responsibilities

Project & Operational Management

- Act as the primary POC for assigned therapeutic areas, projects, and operational processes.
- Manage end-to-end project execution from initiation through completion, ensuring delivery against timelines, quality standards, and objectives.
- Coordinate FUSE submissions, internal medical meetings (e.g., IMATs), SharePoint maintenance, and distribution list management.
- Oversee multiple projects simultaneously and ensure successful execution of assigned tactics and deliverables.
- Maintain accurate project documentation, reporting, and stakeholder communications.
- Provide proactive recommendations to improve project management and operational effectiveness.
- Serve as a trusted advisor and subject matter resource for assigned projects.

Stakeholder & Cross-functional Collaboration

- Partner with internal and external stakeholders to drive project execution and achieve business objectives.
- Facilitate effective communication across cross-functional teams.
- Build strong working relationships and ensure alignment on project priorities and deliverables.
- Lead meetings and drive discussions toward actionable outcomes.

Operational Excellence & Leadership

- Drive continuous improvement initiatives and operational excellence programs.
- Identify, address, and resolve operational issues efficiently.
- Promote innovation, best practice sharing, and process optimization across teams.
- Ensure compliance with company policies, industry regulations, and approval processes.
- Mentor and support team members, fostering knowledge sharing and capability development.

Essential Requirements:

- Successful and timely delivery of projects against agreed timelines and objectives.
- Achievement of defined operational and project management KPIs.
- 100% compliance with company policies, SOPs, legal regulations, and industry standards.
- Implementation of initiatives that improve operational efficiency and effectiveness.

Desired Profile

Education

- Postgraduate degree, preferably in a Science-related discipline.
- MBA or equivalent qualification preferred.

Experience

- Minimum 7 years of experience in project management and operations within the pharmaceutical industry or healthcare agencies.
- Proven track record of managing complex projects and operational initiatives.
- Experience working with digital solutions, innovation programs, and process transformation

initiatives.

- Exposure to multicultural and cross-functional working environments.

Skills & Competencies

- Strong project and stakeholder management capabilities.
- Excellent communication, presentation, and facilitation skills.
- Ability to manage multiple priorities and deliver results in a fast-paced environment.
- Strong business acumen and understanding of pharmaceutical industry operations.
- Proven leadership, mentoring, and team development skills.
- Strong interpersonal, problem-solving, and relationship management abilities.
- High attention to detail with a focus on execution excellence and compliance.
- Fluent in English, both written and verbal.

Ideal Candidate

A seasoned Project Management professional with pharmaceutical industry experience, capable of driving complex operational initiatives, managing diverse stakeholders, and delivering projects with excellence while fostering innovation, compliance, and continuous improvement.

Commitment to Diversity and Inclusion / EEO paragraph:

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

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>

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部门
International

Business Unit
Marketing

地点
India

站点
Hyderabad (Office)

Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

```
var kPlayer = KalturaPlayer55802022 || KalturaPlayer; var config = { targetId:
"kalturaplayer6a9b77b89882f232796544", provider: { widgetId: "10m7rm1pm", partnerId:
"2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause: false, muted: false, loop:
false }, sources: { options: {}, startTime: 0 }, disableUserCache: "true", plugins: {}, sources: { options:
{}, startTime: 0 }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu:
false }, components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets:
['Playback', 'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get:
kPlayer.ui.components.Remove } ] } }; // Check and add plugins only if they exist if
(kPlayer.plugins["download"]) { config.plugins.download = { disable: true }; } if
(kPlayer.plugins["transcript"]) { config.plugins["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 }; } if (kPlayer.plugins["preventSeek"]) {
config.plugins.preventSeek = { preventSeekForward: false, preventSeek: false }; }
config.plugins.floating = { disable: true }; if (kPlayer.plugins["navigation"]) { config.plugins.navigation =
{ position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; } if
(kPlayer.plugins["hotspots"]) { config.plugins["playkit-js-hotspots"] = { disable: true }; } if
(kPlayer.plugins["moderation"]) { config.plugins["playkit-js-moderation"] = { disable: true }; } if
(kPlayer.plugins["info"]) { config.plugins["playkit-js-info"] = { disable: true }; } if
(kPlayer.plugins["share"]) { config.plugins.share = { disable: true }; } config.ui.uiComponents = []; if
(kPlayer.plugins["googleAnalytics"]) { 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 } }; }
```

// Ensure the global player registry array always exists, regardless of embed type.

window.kalturaPlayerVideos = window.kalturaPlayerVideos || []; try { var thumbEmbedPromise =
thumbnailEmbed(({config, mediaInfo: {entryId: "1dgfvmafo"}})); // thumbnailEmbed() returns a

```
Promise that resolves with the player instance // when the user clicks the thumbnail. Use .then() to
capture the player directly. thumbEmbedPromise .then(function(player) {
window.kalturaPlayerVideos.push(player); // Notify kaltura_dataLayer.js that a new player is ready so
it can // attach custom event listeners immediately, regardless of when // the user clicked the
thumbnail relative to page load. document.dispatchEvent(new CustomEvent('kalturaPlayerReady', {
detail: { player: player } })); }) .catch(function(error) { console.error(error); }); } catch (e) {
console.error(e.message) }
```

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