

# Head DPDAI China

Job ID  
REQ-10014400  
Jul 04, 2024  
China

## Summary

-Responsible for overseeing and contributing to the development and implementation of a effective Ethics, Risk & Compliance Program within the respective country or cluster in alignment with the Company, Divisions, Organizational Units or Function strategy. Support the local leadership to ensure the proper implementation of the ERC / Risk / BCM & NEM / TPRM Program.

## About the Role

### Major accountabilities:

- Under leadership of a ERC Leader and in close co ordination with Senior Business (e.g. Country Presidents) and Senior Representatives from other Functions (e.g. Internal Audit, BPO, Legal, Policy Custodians).
- Drive robust implementation of the ERC Head role and provide support to Country Presidents.
- Provide strategic direction and guidance to the ERC Heads and support local implementation activities using existing tools.
- Up skill the capabilities of the teams by providing training and conducting country visits.
- Perform on boarding of key leaders and drive objective setting and performance management process.
- Develop and update supporting materials and tools related to Ethics Risk and Compliance /Risk / TPRM / BCM and NEM.
- Support Country Presidents in x-divisional Compliance matters.
- Support design of an effective Anti Bribery / TPG framework and support robust implementation, upon request of respective leadership.
- Review and refine the Anti-Bribery / TPG strategy, policy, process and systems.
- Develop pragmatic tools to support the implementation of the anti bribery framework via the divisions and develop presentations re the Anti-Bribery / TPG framework to Senior Management.
- Provide strategic support and manage / contribute to ERC / BCM NEM/ TPRM/ RISK Projects.
- Provide strategic support to ERC upon request, including managing / being an active team member of strategic Projects for a range of Compliance topics.
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt -Distribution of marketing samples (where applicable)

### Minimum Requirements:

- Collaborating across boundaries.
- Cross Cultural Experience.
- Geographic Scope.
- Project Management.

- Operations Management and Execution.
- Auditing.
- Business Continuity Management.
- Business Networking.
- Compliance Risk and Management.
- Computer Cluster.
- Electronic Components.
- Law (Legal System).
- Market Risk.
- Operational Risk Management.
- Risk Assessment and Management.
- Senior Management.
- Software Frameworks.
- English.

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*(Global Link – if something more country specific please use) (Editable Section unique to each country/function – share what you can)*

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Division

Ethics Risk & Compliance

Business Unit

Innovative Medicines

Location

China

Site

Shanghai (Shanghai)

Company / Legal Entity

CN06 (FCRS = CN006) Beijing Novartis Pharma Co., Ltd

Functional Area

Legal & Intellectual Property & Compl.

Job Type

Full time

Employment Type

Regular

Shift Work

No

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

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