

# Senior Analyst, Trade Order Management & Analytics

Job ID  
REQ-10026258  
Dec 12, 2024  
USA

## Summary

This position will be located at the East Hanover, NJ campus and will not have the ability to be located remotely. This position will require about 5-10% travel as defined by the business (domestic and/ or international).

The Senior Analyst will be responsible for supporting daily operational management of distributor and pharmacy trading partners to ensure continues product supply and for managing data asset and system quality with regards to datasets provided by or related to these trading partners. The role requires strong analytical, problem solving, interpersonal skills, data acumen, and the ability to collaborate across multiple functional areas including Trade Operations, Finance, Market Access, Supply Chain, and IT partners among others.

#LI-Hybrid

## About the Role

### Key Responsibilities:

- Evaluate inventory and channel performance to identify outliers, track service levels, and optimize inventory to fulfill patient demand.
- Manage core order management functions related to inventory and channel analytics, orders monitoring, and internal / external audits.
- Maintain standard operating procedures as they relate to order management process and adherence to all Sarbanes Oxley (SOX) controls pertaining to order release, credit issuance and contract adherence.
- Coordinate the onboarding, maintenance, and issue resolution of 852/867 Electronic Data Interface (EDI) data transactions related to Direct/Indirect inventory data agreements.
- Collaborate with cross functional teams to ensure effective testing and validation of new applications, changes, and enhancements to core order management support systems.
- Develop and improve trade analytics for stakeholders, including but not limited to, Finance, Accounting, and Market Access.

### Essential Requirements:

- Bachelor's degree required
- 2+ years of experience in Finance, IT, information management, or data analytics
- Excellent knowledge of PC based software programs with outstanding Excel or Access skills,

understanding of systems and system interdependencies.

- Strong interpersonal and communication skills combined with solid business acumen. Ability to document and present complex information related to business requirements, analytic methodologies, and proposals in an understandable and compelling manner.
- Strong analytical and problem-solving skills with emphasis on utilizing business processes and technology to solve business problems.
- Motivated self-starter with ability to think collaboratively and support innovation and agility.
- Ability to maintain and manage confidential information effectively and discreetly.

#### **Desirable Requirements:**

- Degree subject area in finance, supply chain, or business preferred
- Pharmaceutical industry experience
- Knowledge of database applications, SAP, Distribution platform a premium.

**Novartis Compensation and Benefit Summary:** The pay range for this position at commencement of employment is expected to be between: \$88,000.00 and \$132,000.00/year; however, while salary ranges are effective from 1/1/24 through 12/31/24, 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.

**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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**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>

#### **EEO Statement:**

The Novartis Group of Companies are Equal Opportunity Employers who are focused on building and advancing a culture of inclusion that values and celebrates individual differences, uniqueness, backgrounds and perspectives. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status. We are committed to fostering a diverse and inclusive workplace that reflects the world around us and connects us to the patients, customers and communities we serve.

## Accessibility & Reasonable Accommodations

The Novartis Group of Companies are 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 application process, or to perform the essential functions of a position, please send an e-mail to [us.reasonableaccommodations@novartis.com](mailto:us.reasonableaccommodations@novartis.com) or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Division

Finance

Business Unit

Innovative Medicines

Location

USA

State

New Jersey

Site

East Hanover

Company / Legal Entity

U014 (FCRS = US014) Novartis Pharmaceuticals Corporation

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

Shift Work

No

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