

# Trial Vendor Senior Manager

Job ID  
REQ-10028577  
Dec 04, 2024  
Ireland

## Summary

When we put our heads together, we can do brilliant work. And when we do brilliant work, we can achieve remarkable things for patients as we positively transform healthcare.

We are currently looking for a Trial Vendor Senior Manager (TVSM) to be based in Dublin.

This is a hybrid position with 12 days per month from the office.

#LI-Hybrid

As a core member of the Clinical Trial Team (CTT) independently managing all vendor-related aspects of global clinical trial(s) to deliver study outcomes within schedule, budget, quality/compliance and performance standards, you'll be accountable for vendor service delivery at study level and collaborate closely with the Vendor Start-up Manager (VSM) for selected services (central labs, electronic clinical outcomes assessment/electronic patient reported outcomes (eCOA/ePRO), interactive response technology (IRT), cardiac and respiratory diagnostics, patient recruitment and retention (PR&R), and imaging reading) during study start-up and leverage your technical and study start-up (SSU) expertise to ensure a timely study start-up.

## About the Role

- Close interaction and collaboration with study team lead and study team members during study lifetime
- Review of vendor related protocol sections during protocol development
- Collaborate with Vendor Startup Manager to the development of Study Specification Worksheet (SSW) to facilitate bid process. If no VSM is assigned to the category, drive the SSW completion.
- Manages interface with vendors in cooperation with vendor partner functions
- Quote/proposal review in collaboration with procurement, support contract negotiations and contributes to the development of vendor contract amendments
- Accountable for vendor cost control and vendor service excellence
- Initiates/co-ordinates vendor kick-off meeting for categories not covered by VSMs
- Attends vendor kick-off meeting for VSM supported categories

## Experience:

- Timely, efficient, and quality execution of assigned trials and trial-related activities within budget, and in compliance with quality standards.
- Vendor service excellence at study level

- Proactive operational planning with effective contingency and risk mitigation plans
- Vendor KPI and KQI dashboards
- Site readiness monitoring
- Timely completion of UAT for eCOA and IRT
- Vendor cost control

**Why Novartis?** Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

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**Commitment to Diversity and Inclusion:** 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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Division

Development

Business Unit

Innovative Medicines

Location

Ireland

Site

Dublin (NOCC)

Company / Legal Entity

IE02 (FCRS = IE002) Novartis Ireland Ltd

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

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