

# Senior Scientific Writer I

Job ID  
REQ-10035038  
Jan 01, 2025  
India

## Summary

To write, edit, reconcile and manage high quality medical and scientific communications including manuscripts, literature review, abstracts, posters, slide sets for publication/presentation or for submission to regulatory authorities and/or clinical teams

## About the Role

Senior Scientific Writer I

Location – Hyderabad #LI Hybrid

About the Role:

To write, edit, reconcile and manage high quality medical and scientific communications including manuscripts, literature review, abstracts, posters, slide sets for publication/presentation or for submission to regulatory authorities and/or clinical teams.

Key Responsibilities:

- Prepares manuscripts, literature review, abstracts, posters, and slide sets working from various data sources including clinical study reports, patient profiles, protocols etc.
- Performs quality control (QC) checking / proof reading of literature review, abstracts, posters, and slide sets to meet customer expectations. Manages up to two assigned team projects at any given time.
- Ensures getting feedback from customers and supports implementation of customer management tactics.
- Comply with and support group's project management tool, standards, policies and initiatives. Follow Novartis specifications for documentation, specifically Novstyle, templates etc.
- Follow and track clinical trial milestones for assigned projects. Maintain records for all assigned projects including archiving.
- Maintain audit, SOP and training compliance. Performs additional tasks as assigned.

Commitment to Diversity & Inclusion: :

*We are committed to building an outstanding, inclusive work environment and diverse teams representative of the patients and communities we serve.*

Role Requirements :

## Essential Requirements

- Minimum science degree or equivalent, B.Sc./equivalent with 6 years Clinical Research (CR) experience, M.Sc./M.Pharma +4 years of clinical research (CR) experience.
- Doctoral Degree or Qualification in Medical Sciences (MBBS/MD/equivalent).

## Desirable Requirements:

- PhD + 2 year of CR experience, MBBS/equivalent + 2 year of CR experience, MD +1 year of CR experience
- Excellent written and oral English.

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>

You'll receive: You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook. <https://www.novartis.com/careers/benefits-rewards>

Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Network here: <https://talentnetwork.novartis.com/network>.

**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>

Division

Operations

Business Unit

Innovative Medicines

Location

India

Site

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

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Novartis is 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 recruitment process, or in order to perform the essential functions of a position, please send an e-mail to [diversityandincl.india@novartis.com](mailto:diversityandincl.india@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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