

Associate Director, DDIT Information Security & Compliance, Portfolio Management

Job ID
REQ-10035633
Jan 08, 2025
Czech Republic

Summary

Location: Prague, Czech Republic; Hyderabad, India

The Associate Director, DDIT ISC Portfolio Management will be accountable for planning, directing, and coordinating activities pertaining to a major initiative that transforms how a business function or capability operates through the use of technology. In this role, you will understand the business direction, align strategy to scope of the critical IT Security programs and drive measurable expected results aligned with business process and solution standards.

About the Role

Your key responsibilities:

- Ensure program goals are accomplished and in line with business objectives. Manage all major program activities, ensuring the accuracy, quality, and integrity of the information, while providing consistency in content and deployment standards.
- Manage development of program plans, specifying goals, strategy, staffing, scheduling, risks, contingency plans, and allocation of available resources to accomplish the desired business outcomes, aligned with time and budget commitments
- Collaborate effectively with other Domains in the organization, as well as with strategic suppliers providing services to the program.
- Own program status, issues and risks through appropriate channels / tools and ensures that these are reported back to agreed program governance (e.g. Steering Committee) with focus on required actions, ownership, and risk management.
- Proactively consult with management and review program proposals to shape goals, time frame, funding limitations, procedures for accomplishing program
- Lead the program team members and provide thought leadership aligned with expected results ensuring consistency of implementation approach and adherence to applicable methodologies, processes, tools, and standards.
- Take accountability to ensure adherence with security and compliance policies and procedures within the group program scope
- Accountable for security / risk theme portfolio prioritization, and for timely senior escalations to ensure projects are on track proactively

What you'll bring to the role:

- University degree in Informatics, Computer Sciences, business or similar, Bachelor degree in IT/Business administration or comparable experience
- 10+ years of business/IT broad experience in a global Pharma or IT company managing Security projects, with hands-on project/program management and delivery experience leading medium to large scale, technology enabled, global Business Transformation initiatives
- Project Management certification (PMP/Prince2/Agile)
- ITIL know how
- Experience in working with SNOW/ UBM module or similar tools
- Strong communication skills, stakeholder management at all levels, strategic planning, and business risk management abilities
- Proven matrix leadership experience in an international environment, with demonstrated organizational change management skills with the ability to manage geographically or functionally dispersed teams in a matrix organization

Desirable:

- ITIL Foundation certification

You'll receive (Prague only):

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement) ; 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program – choice of benefits from Benefit Plus Cafeteria in the amount of 12,500 CZK per year; Meal vouchers in amount of 90 CZK for each working day (full tax covered by company); car allowance; MultiSport Card. Find out more about Novartis Business Services:

<https://www.novartis.cz/>

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Accessibility and accommodation:

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to <di.cz@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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Division

Operations

Business Unit

CTS

Location

Czech Republic

Site

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o

Alternative Location 1

Hyderabad (Office), India

Functional Area

Technology Transformation

Job Type

Full time

Employment Type

Regular

Shift Work

No

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