

AD, Market Access Engagement Operations

Job ID
REQ-10055593
Jun 25, 2025
USA

Summary

Location:

The ideal location for this role is the East Hanover, NJ site but remote work may be possible (there may be some restrictions based on legal entity). Please note that this role would not provide relocation as a result. If associate is remote, all home office expenses and any travel/lodging to specific the Esat Hanover site for periodic live meetings will be at the employee's expense. The expectation of working hours and travel (domestic and/or international) will be defined by the hiring manager.

As an important member of the Market Access Operations Engagement team, this individual's responsibility will include achieving key business objectives and the management and coordination of business-critical work streams and events. Key job duties include planning, coordinating and managing strategy and field team operations, including implementation and ongoing maintenance of initiatives from Market access, Brand and Training. Operates with a solutions'-oriented mindset, strong interpersonal and presentation skills, executive presence, and proactively takes initiative to problem solve.

About the Role

This role will include key direct responsibilities, including:

- Accountable for proactively monitoring business performance and execution (including field force key indicators); recommending business solutions and course correction tactics as needed to drive performance, develops reporting mechanisms and key indicators to clearly communicate Field Force performance utilizing strong analytical skills
- Work cross-functionally to ensure performance goals are integrated into KPI tracking.
- Ensure TA initiatives, resources/training, and account target lists are aligned and clearly communicated to market access engagement team(s)
- Support the facilitation of quarterly business reviews with Market Access Leadership Team.
- Liaise and work with Field channel leadership, IDS, and market access strategy to design, implement and track field driven programs
- Support the operational effectiveness of the Market Access Field Engagement teams. Creates and manages processes to streamline workflow, adapts to continuous changes, prioritizes tasks, and stays ahead of the planning process and employs project plan tracking to ensure projects stay on task and timelines are met.
- Assist in coordination & support of the field force in tactical execution and projects including: Project Communications & Tactical roll out, training requirements and coordination of Market Access Meetings

including Launch Meetings and Business Review Meetings.

Educational Requirements:

- Bachelor's Degree required
- Minimum Requirements
- Minimum of five years of pharmaceutical, biotech, healthcare, or healthcare consulting industry inclusive of at least 2 different types of cross-functional roles/experience
- 2+ years leading complex projects requiring global and local alignment
- PMP certified a plus
- Proficiency in Microsoft Office (Excel, PowerPoint etc.)

Preferred Background:

Demonstrates strong competencies in problem solving, operations, execution and project management.

The pay range for this position at commencement of employment is expected to be between \$160,300.00 and \$297,700.00 per year; however, while salary ranges are effective from 1/1/25 through 12/31/25, 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.

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<https://www.novartis.com/about/strategy/people-and-culture>

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Division

US

Business Unit

Universal Hierarchy Node

Location

USA

State

New Jersey

Site

East Hanover

Company / Legal Entity

U014 (FCRS = US014) Novartis Pharmaceuticals Corporation

Functional Area

Market Access

Job Type

Full time

Employment Type

Regular

Shift Work

No

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