

# Senior Vendor Program Manager

Job ID

392790BR

May 20, 2024

India

## Summary

-Contributes, with appropriate oversight, to all aspects of global clinical trial(s) to deliver study outcomes within schedule, budget, quality/compliance and performance standards. May lead specific aspects of global clinical trial process. Contributes to operational excellence through process improvement and knowledge sharing.

## About the Role

### Major accountabilities:

- Contribute to various operational aspects of assigned clinical trials /projects, under appropriate oversight responsible for certain areas of trial site selection, activation, enrolment, resource allocation, timelines and budget commitments are delivered per established trial objectives -Might be involved in various operational excellence activities like process improvement or other line function initiatives.
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt -Distribution of marketing samples (where applicable)

### Key performance indicators:

- Timely, efficient and quality execution of trials and trial related activities within assigned clinical program(s) within budget, and in compliance with quality standards.
- Adherence to Novartis policy and guidelines and external regulations.

### Minimum Requirements:

#### Work Experience:

- Critical Negotiations.
- Operations Management and Execution.
- Collaborating across boundaries.
- Financial Management.

#### Skills:

- NA.

#### Languages :

- English.

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Division

Development

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 building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

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