

# Country ERC Head, India

Job ID  
REQ-10017392  
Oct 16, 2024  
India

## Summary

### Job Purpose:

The Country ERC Head is responsible for providing strategic advice to the Country Organization in all matters that are relevant to business. He / she will enable and drive ethical business conduct through the effective implementation of the ERC programs across all levels of the organization and is responsible for establishing, promoting, and reinforcing compliance standards, aligned with local laws and regulations and company- wide compliance policies.

## About the Role

### Major accountabilities:

- Establish compliance standards based on internal policies and guidelines / implementing procedures (Code of Ethics, Speak-up Office, Conflict of Interest, Doing Business Ethically) and on applicable local laws and regulations including industry code, where applicable. Align local standards with global minimal standards and ensure that in all cases the stringent in applied.
- Establish processes and SOPs for relevant policies. Responsible for the assessment of Compliance coverage, skills, resources
- Provide timely clarifications, advice and guidance on compliance topics, challenges, and risk areas; strategic, proactive, and solutions-oriented supports to enable Business in an ethical manner
- Partner with the Business to ensure it is not exposed to unacceptable levels of risk and achieve an appropriate balance between business objectives and ethical standards
- Establish local compliance training plan for company global policies and local SOPs including third party training and monitor the completion of all required trainings, taking appropriate action to ensure the agreed completion target. Together with country leadership, foster psychological safety and speak up, transparency and a culture of integrity, ethical behavior throughout the organization. Actively involve country /region leadership to leverage integrity messages and to maintain high level of awareness (Tone from the Top)
- Assess risks. Inform country leadership on identified compliance risks. Align compliance risk mitigation plan with management. Regularly update country leadership and regional /global ERC team on the status of the compliance program and areas that represent a material compliance or reputational risk. Involvement in a process to conduct third-party due diligence together with relevant functions.
- Ensure allegations of misconduct are reported in a timely manner to the Speak Up. If possible and as requested, support or conduct investigations of alleged misconduct-based allocation of responsibility by the

Country Organization. Support country management in proposing and implementing sanctions relating to Speak Up cases for consistency of sanctions throughout the country (SUO resolution process) and corrective actions to prevent recurrence of misconduct in consultation with regional/global ERC Head and Country Management.

- May be assigned to take care of projects initiated in Country or global ERC function from time to time.

**Minimum Requirements:**

- University degree and formal education in the field of law, audit, finance, risk mitigation and assessment and other business-related disciplines
- Preferably significant (>10 years) experience in Compliance, legal or audit practice, business related to the pharmaceutical industry
- Excellent verbal and written communications skills
- Demonstrated strong leadership and people management expertise
- Solid understanding of the Pharma industry and customer needs with an ability to deduce the implications for Novartis and implement solutions
- Strong knowledge of compliance issues facing Novartis businesses
- Experience with corporate responsibility and with balanced global standards and local cultures
- Ability to represent Novartis externally on integrity/ compliance topics

**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

**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.*

**Accessibility and accommodation**

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Division

Ethics Risk & Compliance

Business Unit

Innovative Medicines

Location

India

Site

Mumbai (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Legal & Intellectual Property & Compl.

Job Type

Full time

Employment Type

Regular

Shift Work

No

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