

# Manager, Health, Safety and Environment

Job ID  
REQ-10020916  
Sep 04, 2024  
USA

## Summary

The purpose of this role is to lead, develop, implement, and oversee effective site Health, Safety & Environment (HSE) programs and provide direction to any consultants or contractors in line with local, regional, and global expectations at a small site in line with Novartis standards. In this role the Manager may provide supervision to 1-3 dedicated HSE contractors at the site. Provide technical expertise and leadership for the HSE activities and objectives as determined by the site's needs.

Location: Cambridge, MA #LI- Onsite

## About the Role

### Key Responsibilities:

- Single point of contact for site leadership and site HSE programs. Partner with site leadership and Director of Scientific Operations regarding HSE issues and solutions.
- Develops effective and efficient HSE Management Systems and supporting programs at site with an emphasis in Lab Safety and Radiation Safety (others may include: Industrial Hygiene, Environmental Compliance, Water/waste water permits, Air permits, Solid and hazardous waste management, site HSE Risk portfolio, general Risk Management activities, Hazard Communication, HSE training programs and others) that are appropriate in consideration of the site's complexity, population, regulatory burden/environment, criticality and location.
- Point of contact at the site for regulatory or authority inspections and corresponding management systems to ensure that compliance obligations are met.
- Manages all aspects of the site response, including hazard identification and control, investigations, and coordination of corrective actions, to injuries and illnesses, emergency and regulatory inspections.
- Support and conduct risk assessments of work areas with hazardous or potentially hazardous processes as needed and/or requested. Collaborating with associates to implement control measures to lessen and/or mitigate risks associated with tasks.
- Ensures that robust systems are in place to demonstrate and verify compliance with all pertinent Novartis HSE Management System and HSE Handbooks, and associated HSE regulations, permits, statutes, local ordinances and/or other externally driven requirements.

### Essential Requirements:

- Minimum BA/BS in a core scientific discipline like biology, chemistry, physics or related, safety management, industrial hygiene, environmental science, occupational health, engineering, also considered. Master's degree preferred. One or more relevant professional certifications also strongly recommended: CHP, CIH, CSP, CHMM or other 1/4

- 5+ years of relevant Health, Safety, Environment program experience, preferably with 3+ years of that experience at a managerial level interacting with site leadership.
- Highly motivated self-starter with a willingness to assume responsibility, take ownership for his/her work and intelligently challenge the status quo.
- Competency in analytical and problem-solving skills. Ability to develop and maintain partnerships with internal as well as external organizations to achieve goals. Ability to build relationships and manage key vendors. Strong leadership, collaboration, influencing and communication skills.
- A working knowledge of pharma industry and the peculiarities of pharma Health, Safety, Environment & Emergency Management issues and local regulatory requirements is a plus.
- Strong working knowledge and experience with HSE Regulations, HSE Management Systems, Radiation Safety, Risk Management, Incident Response & Crisis Management, Scientific Process Knowledge.

The base pay amount for this position at commencement of employment is expected to be between \$118,400-\$177,600 per year; however base pay offered may vary depending on multiple individualized factors, including market location, job-related knowledge, skills, and experience. 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.

#### **Commitment to Diversity and Inclusion:**

*The Novartis Group of Companies are Equal Opportunity Employers and take pride in maintaining a diverse environment. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, gender, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status. We are committed to building diverse teams, representative of the patients and communities we serve, and we strive to create an inclusive workplace that cultivates bold innovation through collaboration and empowers our people.*

**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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#### **EEO Statement:**

The Novartis Group of Companies are Equal Opportunity Employers who are focused on building and advancing a culture of inclusion that values and celebrates individual differences, uniqueness, backgrounds and perspectives. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or

expression, marital or veteran status, disability, or any other legally protected status. We are committed to fostering a diverse and inclusive workplace that reflects the world around us and connects us to the patients, customers and communities we serve.

## Accessibility & Reasonable Accommodations

The Novartis Group of Companies are 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 application process, or to perform the essential functions of a position, please send an e-mail to [us.reasonableaccommodations@novartis.com](mailto:us.reasonableaccommodations@novartis.com) or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Division

Operations

Business Unit

CTS

Location

USA

Site

Cambridge (USA)

Company / Legal Entity

U061 (FCRS = US002) Novartis Services, Inc.

Functional Area

Facilities & Administration

Job Type

Full time

Employment Type

Regular

Shift Work

No

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