

Asset Strategy Lead - Automation (80-100%*)

Job ID
REQ-10023916
Oct 14, 2024
Switzerland

Summary

Location: Basel, Switzerland, or Cambridge, MASS, US

Lab Solutions & Scientific Services, situated within the Scientific Operations (SO) organization, is responsible for providing integrated programs and services that support our scientific community, and has a mission to enable the Novartis BioMedical Research's (BR) lab scientists to focus on science in the lab through data-driven, sustainable operational excellence and innovation. Lab Solutions & Scientific Services consists of four global sub-functions and this role provides global leadership working in the key area of lab equipment management.

We are now seeking an experienced Lab asset management expert, preferably with a strong Automation background, to join us as a key member of the global Lab Equipment Management (LEM) program team.

About the Role

You will ensure the success of the end-to-end lab equipment management program by building strong partnerships with the local operations community, the Asset Strategy Governance Board (ASGB), equipment category SMEs, and other Biomedical Research stakeholders and support functions. Specifically, you will manage the Biomedical Research LEM program end-to-end within your category, including interactions with engaged third parties and support from the local Lab Equipment Operations team.

Responsibilities include:

- Coordinate and chair the global Asset Strategy Governance Board (ASGB) within your category.
- Develop a global equipment life cycle strategy within your category, collaborating with ASGB, SMEs, Disease Area/Finance Area operations, data analyst, lab equipment operations, procurement, and vendors. Regularly update and maintain the plan based on shifting priorities and changes.
- Document and maintain life cycle plans, ASGB decisions and guidance documents on Biomedical Research standards within your category, using standard templates within the LEM program.
- Report key LEM program performance indicators regularly
- Review and align equipment demand requests with the global strategy within your category, identifying opportunities for bundling and aligning priorities with finance across categories.
- Align with internal stakeholders on vendor negotiations for CapEx, global service contracts, and consumables with key vendors within your category.
- Prepare for Capital Acquisition Request (CAR) review at the Investment Review Meeting (IRM) for equipment with an overall strategy and life cycle plan and communicate approvals back to DAs/FAs.
- Coordinate bundled sourcing across Biomedical Research with involved DAs/FAs.
- Collaborate closely with finance to manage the budget for the equipment category based on global

strategies and forecasting.

Minimum Requirements – What you will bring to the role

- Bachelors, Masters or equivalent in relevant scientific discipline with appropriate years of industry experience in a relevant field within drug discovery or related area.
- Proven experience in enterprise strategic planning and asset management.
- Strong technical skills and experience in the equipment category
- Excellent vendor relations management and negotiation skills
- Strong leadership skills and the ability to work cross-functionally with various teams and stakeholders.
- Ability to influence without authority and actively manage key stakeholders
- Project Management experience and Lean and Six Sigma experience a plus
- Ability to exercise independent discretion and judgment to solve problems as well as an ability to prioritize effectively in a fast-paced and dynamic environment.
- Strong understanding of the processes and protocols required in a scientific research organization.
- Proficiency in using IT tools to capture, manage and analyze data required (e.g. MS Excel, SharePoint & Access, Spotfire, SAP)
- Excellent communication skills with ability to present information to operations leadership and scientific customers (fluent English with German language considered an advantage)
- Demonstrated problem-solving and analytical skills and recommend process changes when appropriate
- Solution-oriented individual with a proven track record of problem solving
- Broad knowledge of discipline, methods and technologies

*Restrictions on flexible working arrangements may apply and will be discussed at interview if applicable

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 inclusion.switzerland@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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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Division

Biomedical Research

Business Unit

Pharma Research

Location

Switzerland

Site
Basel (City)
Company / Legal Entity
C028 (FCRS = CH028) Novartis Pharma AG
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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