

# Global Benchmarking Process Expert

Job ID  
REQ-10026440  
Oct 23, 2024  
India

## Summary

Enables Novartis to hire and retain talent through the quality and timely delivery of core benchmarking process and consulting to global stakeholders. Supports job benchmarking, salary increase budgeting, vendor management as well as related training, education & insights.

## About the Role

### Major Accountabilities:

- Supports global Benchmarking process and service delivery including (but not limited to):
- Facilitate global survey participation cycle by defining the survey participation scope, providing training, education, and troubleshooting support in collaboration with survey vendors
- Conduct annual review of benchmarking documents (Global functional matching document, governance document, training presentations) to ensure accuracy and relevance
- Create training videos, work instruction and process documents to (a) impart benchmarking related education to global stakeholders (b) ensure seamless execution of benchmarking related activities
- Work with Rewards excellence partners to ensure the quality and completeness of benchmarking information maintained in different platforms to comply with audit requirements
- Support benchmarking process lead in deviation reviews by understanding the business context, studying the labor markets trends, analyzing survey data to define competitive salary ranges
- Lead project teams working on the identified benchmarking priorities to ensure timely delivery of project outcomes
- Continuously explore opportunities to simplify and automate benchmarking, process, create standardized dashboards and analytics to support data driven decision making
- Lead BenchmarkNow (Alteryx) enhancements and improvements discussions to make the solution more user friendly and responsive to different country needs.
- Support annual budgeting process and salary increase matrix design by working together closely with Rewards Excellence Partners and other country stakeholders to ensure the budget and matrix addresses local talent / legal / employee rep. requirements, as well as enables fair budget distribution and adherence during the salary planning cycle.
- Support Process Lead in creating presentations for Rewards Leadership Team and Executive committee of Novartis on need basis and in contract renewal discussions with survey vendor

### Minimum Requirements:

#### Work Experience:

- 2 to 5 years of P&O Experience (Preferably in C&B)
- Basic understanding of compensation elements in an organizational context

- Ability to thrive in a fast-paced, complex, matrixed, global environment.
- Strong data analytics and presentation skills
- Stakeholder engagement
- Excellent knowledge of MS Office (word, power point and excel)
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Division

People & Organization

Business Unit

CTS

Location

India

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Human Resources

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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