

# BPE Process Mining Sr. Specialist

Job ID  
REQ-10029572  
Dec 12, 2024  
Czech Republic

## Summary

We are seeking a highly skilled and passionate BPE Process Mining Sr. Specialist to join our BPE Center of Excellence (CoE).

The successful candidate will be responsible for supporting the CoE in driving standards, methods, and enhancements in tools. The ideal candidate will have a deep understanding of Process Mining, preferably using Celonis, and related deployment and mining methodologies. The role also includes partnering with larger BPE teams, DD & IT automation teams, various vendors, and other stakeholders. This position presents an opportunity to make a significant difference to our organization.

Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you.

## About the Role

### Key Responsibilities:

- Support the BPE Process Mining Lead in developing, enhancing standards, building methods, and maintaining assets for process mining.
- Support and train the larger BPE enterprise in conducting detailed process mining to identify inefficiencies and opportunities for improvement.
- Support projects related to process optimization and improvement.
- Provide training and support to users to maximize the adoption and effective use of Celonis tools.
- Demonstrate the value and impact of process improvements through measurable outcomes.
- Ensure that all process mining activities comply with organizational policies and regulatory requirements.
- Understand user needs and industry trends from larger teams (BPE and Business) to incorporate into standards and methods.
- Support BPE Business Champions in discussing Celonis and process mining with various customers.
- Support BPE team and stakeholders in providing insights on processes.
- Work with DD & IT teams on the deployment and enhancement of process mining tools.
- Build and maintain the mining repository.
- Support BPE teams during customer workshops.

## Essential Requirements:

- Bachelor's degree in Business, IT, Engineering, or a related field.
- Celonis Certification (Solution Professional).

- More than 8 years of experience leading significant business process, organizational change, operating model, and/or process improvement consulting projects.
- Over 2 years of hands-on experience managing process mining across large business enterprises.
- Experience in processes related to support functions such as finance, HR, procurement, etc.
- Experience in regulated environments, particularly the pharmaceutical or life sciences industry.
- Demonstrated success in working collaboratively within diverse team settings, effectively operating and influencing others to achieve shared goals.
- Ability to lead functional-technical discussions and deliver business-oriented, value-driven solutions.
- Excellent capability to build and maintain internal stakeholder relationships.
- Proficient in handling stakeholder needs and ensuring strict adherence to principles and standards.
- Well-organized and self-motivated, practical, with excellent verbal and written communication skills.

## Desirable Requirements:

- Proficiency in project management, change management, agile, etc.
- Additional experience in shared services, global capability centers, or similar.
- Skills in managing change and guiding teams through transitions. This includes understanding the impact of changes on processes and people, and developing strategies to mitigate resistance.

**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

Operations

Business Unit

CTS

Location

Czech Republic

Site

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o

Alternative Location 1

Hyderabad (Office), India

Alternative Location 2

INSURGENTES, Mexico

Functional Area

BD&L & Strategic Planning

Job Type

Full time

Employment Type

Regular

Shift Work

No

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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 [di.cz@novartis.com](mailto:di.cz@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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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