

# Head of ERC

Job ID  
REQ-10052036  
Jul 07, 2025  
Slovakia

## Summary

The Head of Ethics, Risk & Compliance (ERC) Slovakia is responsible for developing, implementing and overseeing an effective ERC program, in alignment with the strategy and priorities from the Company and Function.

This includes ensuring adequate training and communication on ERC related standards and building capabilities to facilitate ethical decision making. As a trusted business partner, the Head of ERC will strive to identify and manage risks impacting the local organization, ensuring compliance with company policies and applicable laws and regulations.

## About the Role

### Key Responsibilities:

- As member of the Country Leadership Team, persuade and engage the leaders to continually monitor effectiveness of the ERC program, including cultural drivers of ethical decisions and integrity, for continuous improvement
- Provide comprehensive, contextual advice in order to influence actions regarding local business-owned implementation of ERC Policies and Guidelines
- Actively engage with local external and internal ERC networks, including the local industry association, to shape and influence the environment, and build trust around Novartis reputation
- Lead in developing, refining, and adapting standards related to ERC to meet evolving requirements; promote consistently high standards and operational excellence
- Conduct local communication, training, and monitoring activities to support ERC awareness, risk identification and prevention goals
- Find solutions to existing and new Ethics, Risk & Compliance issues and develop appropriate and innovative practices and guidelines
- Support the business and coordinate the EPRM operations to be executed at country level.
- Ensure ERC topics are regularly discussed and documented in Leadership Team meetings or Country ERC Committee meetings
- Participate in the Internal Review Committee (IRC), ensuring appropriate remediation activities are defined and case outcomes documented within the Speak Up case management system

## Essential Requirements:

- Knowledge of Compliance Laws, Regulations, Guidance and Industry Codes.
- Preferred 8 - 10 years professional experience in a compliance-related role or audit role or legal role or similar valuable experience having acquired a deep understanding of compliance risks and business activities
- Degree in business/law, life science or another compliance-relevant subject
- Experience in leading teams
- Great communication skills, with strong stakeholder management
- Professional level of English both written and spoken
- Leading communication/presentation skills; excellent listener; ability to present complex information in an understandable and compelling manner

## You'll receive:

- Competitive salary with a yearly bonus. We offer minimum of 53,840 EUR annually along with annual bonus.
- Monthly pension contribution matching your contribution up to 3% of your gross monthly base salary
- Risk Life Insurance (full cost covered by Novartis)
- 1 week of holiday above the Labour Law requirement
- 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report
- Cafeteria employee benefit program – choice of benefits from Benefit Plus SK for 500 EUR per year
- Meal vouchers of 6,50 EUR each working day (full tax covered by the company)
- MultiSport Card contribution

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Division

Ethics Risk & Compliance

Business Unit

Innovative Medicines

Location  
Slovakia  
Site  
Bratislava  
Company / Legal Entity  
SKA2 (FCRS = SK002) Novartis s.r.o  
Functional Area  
Legal & Intellectual Property & Compl.  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No  
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