

# Analyst

Job ID  
REQ-10009172  
Jun 02, 2024  
India

## Summary

-Provide analytics support to Novartis internal customers (CPOs & Regional marketing and sales teams) on various low-medium complexity analytical reports. -Support and facilitate data enabled decision making for Novartis internal customers by providing and communicating qualitative and quantitative analytics. -Support GBS -GCO business in building practice by involving in various initiatives like knowledge sharing, on-boarding and training support, support team lead in all business related tasks / activities, building process documentation and knowledge repositories -To be an integral part of a comprehensive design team responsible for designing promotional marketing materials.

## About the Role

Position Title : Analyst

## Location – Hyd |India| #LI Hybrid

### About the role

In this role the new hire will get a chance to work directly with Commercial Excellence team members from country offices and expected to deliver quality with Incentive Calculations operations and related deliverables and lead some engagements. They will engage and identify shared priorities and meet customer's needs through problem-solving techniques to improve patient outcomes.

This is an individual contributor role will work directly with commercial excellence teams in the countries and would report to a Team Leader/Group Leader

## Key Responsibilities

- Create and deliver below Field Excellence reporting and insights as per agreed SLAs (timeliness, accuracy, quality, etc) and drive excellent customer service
- Designs, develop and/or maintains Alteryx based solutions that optimizes field excellence activities based on Country commercial excellence needs through varied variety of evolving infrastructure landscape. Findings of new visualizations tools is also possible.
- Deliver services through structured project management approach with appropriate documentation and communication throughout the delivery of services.
- Crafts and maintains standard operating procedures (SOPs), quality checklists that will enable excellent quality outputs for all outputs within the function.
- Develops and maintains knowledge repositories that collects qualitative and quantitative data of field

excellence related trends across Novartis operating markets, etc

- Support team leaders in recruitment and on-boarding of new associates within the organization.
- Participate and chip in various knowledge sharing sessions that enables growth and improves quality deliverables across the function.
- Ensures outstanding communication with all partners including internal associates, and clients through regular updates with focus on accomplishments, important metrics, standard methodologies, staffing changes and key events.

## Essential Requirements:

- Curiosity and strong analytical thinking, verbal and written communication skills and exposure to working in multi-functional/cultural environment.
- Good communication and interpersonal skills. Conceptual, analytical & tactical thinking, strategic thought process
- Align with all internal functional operating procedures like time tracking, critical metric tracking and reporting, and other internal systems and processes
- Comply to all Novartis operating procedures as per legal / IT / HR requirements
- Ability to operate optimally in an international matrix environment.
- Responsible for standard and ad-hoc extracts/reports across multiple primary and secondary data sources.
- Establish and maintain positive relationships with key functional partners

## Desirable Requirements

- University/Advanced degree is required, Master's degree or equivalent experience in fields such as business administration, finance, computer science or technical field is preferred
- Should have min of 3+ years of work experience in commercial excellence domain especially in Incentive compensation planning and administration. Candidate needs to be proficient in Qlik Sense, SQL, MS Excel, Alteryx, ETL Tool, Incentive compensation and good to have a pharmaceutical industry proven experience.

## Why Novartis

Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us!

**Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>**

You'll receive: You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook. <https://www.novartis.com/careers/benefits-rewards>

Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, Join the Novartis Network here:

<https://talentnetwork.novartis.com/network>.

Commitment to Diversity & Inclusion:

*We are committed to building an outstanding, inclusive work environment and diverse teams representative of the patients and communities we serve.*

**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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<https://talentnetwork.novartis.com/network>

**Benefits and Rewards:** Read our handbook to learn about all the ways we'll help you thrive personally and professionally: <https://www.novartis.com/careers/benefits-rewards>

Division

Operations

Business Unit

CTS

Location

India

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Marketing

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 individuals with disabilities.

If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to perform the essential functions of a position, please send an e-mail to [diversityandincl.india@novartis.com](mailto:diversityandincl.india@novartis.com) and let us know the nature of your request and your contact information.

Please include the job requisition number in your message.

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