NOVARTIS

Analyst - Data Quality

Job ID
REQ-10012590
Jun 26, 2024
India

Summary

Novartis Technical Operations (NTO) Global Operations Center (GOC) Data Governance team is setup to develop and maintain the right metadata, master data, data quality parameters, data lineage, KPI reports and workflows to ensure that data is governed, consistent, reliable and easily accessible for decision-making while ensuring data is maintained across NTO as per Pharmaceutical regulatory and compliance requirement. Data Quality Analyst engage to build and adopt a strong Data Quality Management culture within team particularly focusing on improving Master Data Quality and enabling Master Data Governance by publishing KPIs & Reports. Drives and participate in Data Quality enhancement for consistency, correctness and completeness and facilitate data enabled decision making for Novartis Technical Operations (NTO) by providing quality data.

About the Role

Key Responsibilities:

- Support resolution of Data Quality issues in NTO in collaboration with Data Stewards and Business SPOCs.

- Follow up with the Business SPOCs on data quality issues

- Create/modify new or existing reports as per different user requirements or Data Governance strategy.

- Analyze data quality enrichment and cleansing requests from Data Stewards and Business Owners

- Implement data cleansing and linking strategy as per documented data quality improvement strategy

- Responsible for rolling out the periodical Data Quality assessments, DQ KPI measurements, Gap analysis & Continuous improvement to ensure that active Data Governance is achieved, and data quality meets business need and complies with mandatory standards

- Work on enhancement of training materials, documents on scope of the reports, data quality rules and various data governance modules

- Perform root cause analysis on data inconsistencies highlighted by users and recommending improvements

- Follow a good documentation practice (GDP)

- Develop and confirm data dictionary rules ensuring business understands the rules and its value for improving data quality

- Ensure adherence to the established quality processes, which includes 100% compliant to training completion for self

- Contribute in implementation of global governance of master data within Novartis

- Ensure compliance with GMP and regulatory requirements (including record management) and continuous improvement of quality relevant processes within area of responsibility, tight interaction with QA

- GXP compliant storage of archival documents within Data Management

- Ensure effective collaboration with Informatica AMS support team to deliver data quality outcomes.

Essential Requirements :

- 1-3 years of experience in Data Quality Management/Data Analysis projects with some exposure and experience in relevant technologies like Informatica or equivalent ETL tool, SQL or PL/SQL, Excel.
- Excellent analytical skills with experience of creating reports and dealing with large volumes of data
- Working exposure in a multicultural self-directed team
- Understanding of Master Data, Data Quality and Data Governance concepts.

Desirable Requirement:

- Bachelor / Master's degree from reputed University in Pharma, Computers or IT or equivalent
- English - Fluent; knowledge of other languages is an advantage
- Competencies
- Strong quality & compliance mindset
- Ability to manage high volumes of data
- Strong communication & Collaboration skills
- Excellent analytical skills
- Master data and reference data concept knowledge & technical capacity working in data management domain

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Division
Operations
Business Unit
Innovative Medicines
Location
India
Site
Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
Technical Operations
Job Type
Full time
Employment Type
Regular
Shift Work
No
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