

# Program Manager DD&IT M&A US&I

Job ID  
REQ-10026092  
Jan 22, 2025  
Mexico

## Summary

-Manage the design, deployment and delivery of programs or complex projects, project work streams or programs providing IT solutions. -Direct program/project teams (internal and external) and maintain control of progress, quality and budget. -Responsible for leading cross-functional teams to execute complex DDIT programs. -Understand the business direction, align strategy to scope of the critical DDIT program, and drive measurable expected results aligned with business process and solution standards. -Ensure a smooth transition to operations and the optimal planning and execution of all activities associated with a release.

## About the Role

### Major accountabilities:

- Ensure program goals are accomplished and in line with business objectives.
- Manage all major program activities, ensuring the accuracy, quality, and integrity of the information, while providing consistency in content and deployment standards.
- Manage development of program plans, specifying goals, strategy, staffing, scheduling, risks, contingency plans, and allocation of available resources to accomplish the desired business outcomes, aligned with time and budget commitments.
- Collaborate effectively with other functions in the organization, as well as with strategic suppliers providing services to the program.
- Own program status, issues and risks through appropriate channels / tools and ensures that these are reported back to agreed program governance (example: Steering Committee) with focus on required actions, ownership, and risk management.
- Proactively consult with management and review program proposals to shape goals, time frame, funding limitations, procedures for accomplishing program.
- Lead the program team members (project managers, workstream leads) and provide thought leadership aligned with expected results ensuring consistency of implementation approach and adherence to applicable methodologies, processes, tools, and standards.
- Take accountability to ensure adherence with security and compliance policies and procedures within the group program scope.

### Key performance indicators:

- Delivery of program results according to agreed quality, schedules and cost whilst maintaining customer satisfaction -Adherence to defined management and delivery processes for DDIT projects and programs and other policies relevant to the project scope (e.g. HW/SW standards, CSV, Information Security and Risk Management) -Successful deployments, measured by program KPI's.
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policies relevant to the project scope (e.g. HW/SW standards, CSV, Information Security and Risk Management) -Proactive collaboration and partnership with DDIT Functions, Operations, and Business

**Minimum Requirements:**

**Work Experience:**

- Functional Breadth.
- Relationship Management.
- Major Change.
- Accountability.
- Ability to work and lead (a cross-functional team) in a matrix.
- People Leadership.
- Collaborating across boundaries.
- environment.

**Skills:**

- Analytical Thinking.
- Business Relationship Management.
- Change Management.
- Financial Modeling.
- IT Program Management.
- Managing Resources.
- Performance Management.
- Project Planning.

**Languages :**

- English.

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Division

Operations

Business Unit

CTS

Location

Mexico

Site

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area

Technology Transformation

Job Type

Full time

Employment Type

Regular

Shift Work

No

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