

# Associated Director Data Operations M&A Research and Development

Job ID  
REQ-10029155  
Nov 15, 2024  
USA

## Summary

Location: Cambridge, MA #LI-Hybrid

As a Technical Associate Director Data Operations- Workstream Lead for unstructured data in SDP, you will be driving the proper execution of scientific data pipelines and the improvement of data operations processes through active collaborations with engineering, infrastructure, and data science teams. Your focus will be on Merger & Acquisition as a Workstream Lead for unstructured/ file-based data transfers.

You will proactively and independently assess and implement complex data operations requests, help stakeholders with the execution of data governance processes, ensure that data management standards are met, and that data quality, integrity, and security of data is in place along any data operation processes. You will assist in data analysis and data reporting, and you will implement processes that ensure that data is processed and stored efficiently from data acquisition or creation through consumption, retention, and retirement, enabling the availability of useful, clean, and accurate data throughout its lifecycle.

## About the Role

### Key Responsibilities

- Closely collaborate with Merger & Acquisition Lead/Team, infrastructure and engineering teams to develop data operations processes ensuring that data is processed and stored efficiently
- Collaborate with product teams, BR QC and Merger & Acquisition team to ensure all relevant data are completely transferred and all documents, QC assessments and user acceptance test are completed and signed.
- Define and help implementing data operations quality dashboards that report relevant and critical metrics to stakeholders
- Collaborate with scientists and help them understanding and acknowledging data-centric principles
- Troubleshoot technical issues related to data operations
- Implement data related compliance guidelines that meet research's data management needs and constraints

### Required core skills and capabilities

- excellent understanding of Biomedical Research's scientific business processes and the IT products and services used to deliver the respective capabilities
- extensive expertise in data operations and data ingestion practices
- excellent troubleshooting and problem-solving skills

- excellent project management skills
- familiarity with data-centric principles and how to implement them into business processes
- technical expertise in cloud services and infrastructure management
- expertise with data quality, data integrity, and data security aspects and with data lineage management
- expertise with standard data analysis methods and data reporting tools
- In addition, we expect a team-oriented spirit with a drive to support other team members for development and joint growth.

## **Role Requirements**

- Bachelor's degree or equivalent experience in Computer Science, Data Management, Information Systems, or a related field. Master's degree preferred.
- Minimum of 5 years of experience in data management, data operations, or related roles
- 5+ years work experience in a drug discovery environment or related scientific field
- Strong technical skills in database management systems (e.g., SQL), data integration tools, data quality frameworks, and data modeling
- Analytical and problem-solving skills, with the ability to identify insights and trends from data
- Strong communication skills, with the ability to collaborate effectively with cross-functional teams and stakeholders
- Familiarity with data governance frameworks and regulations (e.g., GDPR, CCPA)
- Technical expertise with cloud technologies (AWS, Google, or Azure)
- Certifications such as Certified Data Management Professional (CDMP or DCAM) or Project Management Professional (PMP) are a plus

This opportunity is located at the Novartis Cambridge (MA) site and will not have the ability to be located remotely. Relocation assistance is not available.

The pay range for this position at commencement of employment is expected to be between \$166,400 and \$249,600 per year; however, while salary ranges are effective from 1/1/24 through 12/31/24, fluctuations in the job market may necessitate adjustments to pay ranges during this period. Further, final pay determinations will depend on various factors, including, but not limited to geographical location, experience level, knowledge, skills and abilities. The total compensation package for this position may also include other elements, including a sign-on bonus, restricted stock units, and discretionary awards in addition to a full range of medical, financial, and/or other benefits (including 401(k) eligibility and various paid time off benefits, such as vacation, sick time, and parental leave), dependent on the position offered. Details of participation in these benefit plans will be provided if an employee receives an offer of employment. If hired, employee will be in an "at-will position" and the Company reserves the right to modify base salary (as well as any other discretionary payment or compensation program) at any time, including for reasons related to individual performance, Company or individual department/team performance, and market factors.

## **Why Novartis?**

766 million lives were touched by Novartis medicines in 2021, and while we're proud of this, we know there is so much more we could do to help improve and extend people's lives.

We believe new insights, perspectives and ground-breaking solutions can be found at the intersection of medical science and digital innovation. That a diverse, equitable and inclusive environment inspires new ways of working.

We believe our potential can thrive and grow in an unbossed culture underpinned by integrity, curiosity and flexibility. And we can reinvent what's possible, when we collaborate with courage to aggressively and

ambitiously tackle the world's toughest medical challenges. Because the greatest risk in life, is the risk of never trying!

Imagine what you could do here at Novartis!

**Commitment to Diversity & Inclusion:**

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

**Accessibility and Reasonable Accommodations:** Individuals in need of a reasonable accommodation due to a medical condition or disability for any part of the application process, or to perform the essential functions of a position, please send an e-mail to [tas.nacomms@novartis.com](mailto:tas.nacomms@novartis.com) or call +1 (877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

**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

**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>

**Join our Novartis Network:** Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <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>

**EEO Statement:**

The Novartis Group of Companies are Equal Opportunity Employers who are focused on building and advancing a culture of inclusion that values and celebrates individual differences, uniqueness, backgrounds and perspectives. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status. We are committed to fostering a diverse and inclusive workplace that reflects the world around us and connects us to the patients, customers and communities we serve.

**Accessibility & Reasonable Accommodations**

The Novartis Group of Companies are 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 application process, or to perform the essential functions of a position, please send an e-mail to [us.reasonableaccommodations@novartis.com](mailto:us.reasonableaccommodations@novartis.com) or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Division  
Biomedical Research  
Business Unit

Pharma Research

Location

USA

Site

Cambridge (USA)

Company / Legal Entity

U175 (FCRS = US175) Novartis Institutes for BioMedical Research, Inc.

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regulär

Shift Work

No

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