

# SSO Study Start-Up Team Lead

Job ID  
REQ-10030486  
Jan 28, 2025  
United Kingdom

## Summary

Oversees the strategic and operational planning/ management from a clinical trial execution perspective. Oversight of budget and resource allocation within assigned trial. Enables operational excellence through process improvement and knowledge sharing across trials within program/franchise. Enables an empowered organization that can navigate a matrix environment and adjust quickly to business needs.

## About the Role

**Location:** London Office with Hybrid working (12 days per month in the office)

#LI Hybrid

*This role is based in London, UK. Novartis is unable to offer relocation or visa support for this role: please only apply if this location is accessible for you and you have the right to work in the UK.*

## Major accountabilities:

- Manage all operational aspects of assigned clinical trials/projects
- Accountable for quality & completeness of qualification & governance documentation
- Provide mentorship/coaching
- Identify training needs & prepare/develop adequate training materials
- Ensures trial site selection, activation, enrolment, resource allocation, timelines & budget commitments are delivered per established trial objectives
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt
- Distribution of marketing samples (where applicable)

## Key performance indicators:

- Timely, efficient and quality execution of trials and trial-related activities within the assigned clinical program(s) within budget, and in compliance with quality standards.
- Appropriate funding and resourcing for assigned clinical program(s).
- Adherence to Novartis policy and guidelines and external regulations.

## Minimum Requirements:

### Work Experience:

- Critical Negotiations.
- Financial Management.

- Collaborating across boundaries.
- Operations Management and Execution.

### **Commitment to Diversity:**

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

### **Why Novartis?**

Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the world's most valued and trusted medicines company. How can we achieve this? With our people. It is our associates who 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:**

Competitive salary, Annual bonus, Pension scheme, Share scheme, Health insurance, 25 days annual leave, Flexible working arrangements, subsidized dining facilities, Employee recognition scheme, learning and development opportunities.

### **Join our Novartis Network:**

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

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

**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>

Division

Development

Business Unit

Innovative Medicines

Location

United Kingdom

Site

London (The Westworks)

Company / Legal Entity

GB16 (FCRS = GB016) Novartis Pharmaceuticals UK Ltd.

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

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