

# Countries & Regions Operational Excellence Leader

Job ID  
REQ-10033595  
Dec 19, 2024  
Spain

## Summary

Lead initiatives and projects in order to optimize business practices and resources in Countries & Regions.

## About the Role

### Major Activities

- Represent Countries and Regions team in assigned PV related process optimization projects, metric design, and transition projects (e.g. acquisitions and divestments)
- Review procedural documents and guidance documents where Countries & Regions team is a key stakeholder
- Conduct or assist global risk assessment of assigned PV targets for audit or self-assessment in support to Countries and Regions Global Head
- Evaluate resources and headcounts impact of proposed projects and processes impacting Countries & Regions Team, based on figures collected from COs
- Work in collaboration with COs and other functions to perform CO compliance metrics trend analyses, generate knowledge and mitigate any identified risks and/or presentation to Operational Metrics & Risk Committee
- Participates and supports Regional Heads on projects related to Country Patient Safety processes and to CO outsourcing at Regional/Global level, when needed
- Act as system administrator for the Patient Safety Countries & Regions SharePoint, and the Vigilance Agreements Repository for local agreements

### Team Player:

- Reliable, constructive communication skills, good listening skills, willing to share information, willing to cooperate and help, flexible.

### Key Performance Indicators

- Initiate and propose new and simplified processes for Countries & Regions
- Alignment with global and optimization of PV processes and resources
- Successful and timely implementation of projects and initiatives
- Quality and timely communications to COs of PV strategies and plans
- Problem-solving attitude demonstrated when proposing solutions
- No significant audit/inspection findings in area of responsibilities
- Internal and external customer satisfaction

## **Job Dimensions**

### **Number of associates:**

No direct report

No indirect report

### **Financial responsibility:**

(Budget, cost, sales, etc.)

None

### **Impact on the organization:**

Critical, a significant compliance failure could result in an enforced cessation of business and the strategic development of pharmacovigilance capabilities is critical to future business success.

## **Ideal Background**

### **Education and/or professional experience:**

Minimum: A Sciences degree (for graduates) or equivalent qualification with over 5 years of work experience in pharmacovigilance or drug development.

### **Languages:**

Fluent English (oral and written)

Knowledge of other languages desirable

### **Experience / Professional Requirements:**

- Knowledge of Pharmacovigilance regulations, processes and disciplines.
- Knowledge of Pharmacovigilance IT applications
- Capable of managing multiple projects
- Able to work independently and manage multiple tasks with prioritizing ability
- Well-organized, excellent time management with respect to priorities and self-management
- Strong interpersonal skills and expert team player with demonstrated ability to build collaborative cross functional relationships.
- Strong verbal and expert written communication skills

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Division  
Development  
Business Unit  
Innovative Medicines  
Location  
Spain  
Site  
Barcelona Gran Vía  
Company / Legal Entity  
ES06 (FCRS = ES006) Novartis Farmacéutica, S.A.  
Functional Area  
Research & Development  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No  
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