

# Employee Relations Lead

Job ID  
REQ-10035808  
Jan 23, 2025  
Italy

## Summary

The Employee Relations Lead will be responsible for providing support and strategic guidance on all matters related to industrial relations within the organization, directly reporting to the People Partner and Employee Relations Head. This position requires in-depth knowledge of labor laws and policies, as well as strong communication and negotiation skills to maintain a harmonious and cooperative work environment.

## About the Role

### Key responsibilities:

Your responsibilities include, but are not limited to:

- Monitor and interpret labor laws and regulations to ensure compliance with local and state requirements in social dialogue.
- Prepare and lead meetings with employee representative bodies, negotiate agreements, establishing productive working relationships.
- Provide advice and support to employees and company executives to ensure a thorough understanding of union policies and agreements.
- Collect information and analyze data on labor relations dynamics, adapting company strategies and policies accordingly.
- Develop and deliver training programs for managers and employees to promote positive labor relations and effective conflict management.
- Prepare and present reports on labor-related issues to senior management and legal representatives, as necessary.
- Monitor the handling of labor complaints and participate in mediation or arbitration processes, if required.
- Maintain proactive relationships with unions, industry associations, and other stakeholders to enhance the company's image and identify collaboration opportunities.
- Stay updated on labor practices and legislative developments, providing regular updates on their relevance to the organization.
- Act as subject matter expert on labor law topics for the People Partner team.
- Prepare and manage the budget for labor relations activities, ensuring efficient financial management.

### Essential Requirements:

- Bachelor's degree in industrial relations, labor law, human resource management, or a related field.
- Minimum of 5-8 years of professional experience in industrial relations in a large company or in a law firm specializing in social law
- In-depth knowledge of local and state labor laws and regulations.

- Knowledge of relevant policies and practices
- P&O process management
- Performance management
- Excellent verbal and written communication skills, with the ability to negotiate and express ideas clearly and effectively.
- Language: Fluent in English.
- Strong analytical and problem-solving skills.
- Data analysis in P&O
- Ability to work independently and manage complex projects.
- Customer-oriented, with the ability to handle relationships with employees, union representatives, Employer's Associations and company management.

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Division

People & Organization

Business Unit

Innovative Medicines

Location

Italy

Site

Milano

Company / Legal Entity

IT08 (FCRS = IT008) Novartis Farma S.p.A.

Functional Area

Human Resources

Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No  
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