

# TM Academy Fellow in CS&I

Job ID  
REQ-10038150  
Feb 03, 2025  
Switzerland

## Summary

Assist in the operational and logistical aspects in support of clinical trials in Translational Medicine (TM) across CS&I. Perform assigned tasks to support the CS&I clinical team throughout the study life-cycle.

## About the Role

At Translational Medicine (TM), we are committed to bringing breakthrough medicines to patients and bridging the gap between research and clinical application. TM plays a pivotal role in bringing innovative medicines to patients, by building on research advances to develop new therapies, and bridging drug discovery and clinical application. At TM, our work directly impacts patients worldwide.

During this immersive 2-year program, you will receive training and mentorship, with the empowerment to learn and work in a diverse, multicultural, global and inclusive environment where innovation and revolution in medicine become a reality. If you are ready for a transformative experience and want to make a real impact on the lives of millions, then this is the opportunity for you!

[Paige, Clinical Sciences and Innovation Academy Fellow on career growth](#)

[Georgios, Clinical Sciences & Innovation Academy Fellow on personal experience](#)

**Duration of program:** 24 months

**Program start:** September 2025

Applications are open until 03 March 2025 included.

## JOB DESCRIPTION

CS&I plans and manages the TM clinical trial portfolio worldwide - striving to support a smooth transition from discovery research to clinical practice and driven by a strong focus on clinical & data sciences, clinical innovation, patient centricity and strategic planning.

As TM Academy fellow in CS&I, you will have the opportunity to gain knowledge and contribute to the operational and logistical aspects of early phase clinical trials in TM across different therapeutic areas. In parallel to your Academy learning, your focus will be to provide support to the various CS&I groups and the clinical teams throughout the trial lifecycle – from set-up, through maintenance, and to reporting.

**TM Academy is designed for individuals with diverse backgrounds and experiences:**

- **Career starters:** recent university degree graduate within the past 2 years
- **Career changers:** professionals with experience from a different field
- **Career relaunches:** professionals wanting to return to work after a career break

**During the TM Academy you will have the opportunity to:**

- be trained and onboarded by experts
- embark on a progressive, blended and flexible learning experience covering conceptual, theoretical and experiential techniques
- gain hands-on experience by contributing to and supporting a range of clinical trial operations activities such as:
  - contributing to clinical, regulatory or study related documents (e.g. study protocols, informed consent forms, clinical study reports)
  - overseeing and managing the study's Trial Master File and clinical systems (e.g. global team and country & site communication platform(s), risk monitoring systems, vendor systems, and resource/budget tracking tools)
  - liaising with global and country teams and trial vendors
  - supporting daily business logistics (e.g., organizing meetings, collection, collation, and tracking of clinical trial supportive materials)
- broaden your professional horizon by doing a deep-dive within one of the CS&I groups aligned with your interests and based on open opportunities, such as e.g. trial management, feasibility, study budget, data visualizations, clinical pharmacology, clinical innovation,.

**Role requirements**

Candidates should have:

- interest in clinical research operations
- University degree (BA; BSc, MA, MSc, PharmD or PhD) or relevant professional experience
- Business-level English; oral & written
- good organizational and interpersonal skills
- ability to work in a team and independently, managing multiple priorities with support
- good Office IT skills

**Are you interested?** - Submit your CV and motivation letter explaining your profile and interest in English to <https://www.novartis.com/careers>

Refugees with a valid S Swiss permit are also welcome to apply.

**Accessibility and accommodation**

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to [diversity.inclusion\\_ch@novartis.com](mailto:diversity.inclusion_ch@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

**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

Biomedical Research

Business Unit

Pharma Research

Location

Switzerland

Site

Basel (City)

Company / Legal Entity

C028 (FCRS = CH028) Novartis Pharma AG

Functional Area

Others

Job Type

Full time

Employment Type

Early Career (Fixed Term)

Shift Work

No

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