

Manager - Post Merger Integration

Job ID
REQ-10040472
Mar 05, 2025
India

Summary

Independently manage existing and new Engagements; develop, support and provide strategic input for all legal solutions, aligned with various divisions/functions particularly relating to Contract, Compliance and IP support. Supports and facilitates exploring expansion plans for the function.

About the Role

Major accountabilities:

- Act as a business partner in all activities relating to the contractual negotiations and company's statutory obligations by substantiating recommendations and providing legal advice and assistance to the senior legal counsels/Head Legal.
- Draft basic transactions and contracts independently.
- Advise on, and assists management decision-making regarding, contract and other risks relating to business activities and provides potential solutions therefor.
- Manage and support activities regarding compliance issues, such as anti-trust and regulatory.
- Provide subject matter expertise, support and consultation to stakeholders
- Ensure quality control (QC) checks for the assigned projects/deliverable to meet stakeholder expectations
- Ensures functional onboarding of new associates, drives training and knowledge sharing sessions
- Drive end to end and cross functional thinking in all new projects
- Works closely with various stakeholders and design deliverable and a comprehensive derivable plan. Ensure timely, efficient, high quality delivery for projects and activities
- Follows and tracks key deliverable and milestones for assigned projects
- Conducts training/mentors new joiners for assigned topics/projects
- Complies with and support group's project management tool, standards, policies and initiatives
- Follows Novartis specifications, policies, guidelines and country guidelines for preparation and execution of contracts and follow and prepare process maps/SOP etc.

Minimum Requirements:

- Law Degree /Post Graduate Degree
- Experience in Contract Management
- Strong scientific /management background
- 9-13 years of overall work experience with a leading pharma company/legal service provider
- Excellent communication skills
- Familiarity with quality KPIs and operational issues/management
- Effective communication/knowledge/Best Practice sharing
- Strong team player who is dynamic and result oriented

- Good project management skills and ability to manage multiple stakeholders
- Fair understanding on MIS reporting and advanced MS-office skills (Especially on MS-Word, MS-Excel (Macros and VBA coding preferred) and MS-PowerPoint)
- Ability to learn and understand data from various sources
- Pharmaceutical industry domain knowledge – desirable

Work Experience:

- Functional Breadth.
- Accountability.
- Ambiguity.
- Industry/ Business Exposure.
- Project Management.
- Operations Management and Execution.

Skills:

- Business Networking.
- Business Partners.
- Calls Handling.
- Contract Management.
- Curiosity.
- Decision Making Skills.
- Finance.
- Law (Legal System).
- Litigation (Law).
- Microsoft Office.
- Proactivity.
- Quality Control.

Languages :

- English.

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>

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Division
Operations
Business Unit
Innovative Medicines

Location
India
Site
Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
Legal & Intellectual Property & Compl.
Job Type
Full time
Employment Type
Regular
Shift Work
No
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Accessibility and accommodation

Novartis is 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 recruitment process, or in order to perform the essential functions of a position, please send an e-mail to diversityandincl.india@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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

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