

LDC PMO Specialist

Job ID

REQ-10013885

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République tchèque

Résumé

-Provide operational support in the execution of approved initiatives. Support data collection and analysis.

About the Role

Major accountabilities:

- Support the Heads and their teams in running the day-to-day management activities.
- Support the execution of key operational processes for the Function such as: financial reporting and budgeting planning, hiring and location strategy, people development and upskilling, training, and communications, etc. to ensure smooth running of the business and achievement of operational targets - Support the adoption of Ways of Working implemented on a local or global level in line with organisational direction.

Key performance indicators:

- Timely and accurate LF reviews and budgeting process, -Operational targets (including Talent, HC, I2P, Project and Service Delivery, Financials, Risk & Compliance, etc.) are met -Effective collaboration model in place within and across LDC Program -Adoption of New WoW by the Function (portfolio productization, number of associates trained/squad camps)

Minimum Requirements:

Work Experience:

- Influencing without authority.
- Financial Management.
- Track record delivering global solutions at scale.

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Division
Operations
Business Unit
CTS
Emplacement
République tchèque
Site
Prague
Company / Legal Entity
CZ02 (FCRS = CZ002) Novartis s.r.o
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Full time
Employment Type
Regular
Shift Work
No
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