

PSP Analyst

Job ID
REQ-10044149
Mar 12, 2025
Colombie

Résumé

-Provide analytics support to Novartis internal customers (CPOs & Regional marketing and sales teams) on various low-medium complexity analytical reports. -Support and facilitate data enabled decision making for Novartis internal customers by providing and communicating qualitative and quantitative analytics. -Support GBS -GCO business in building practice by involving in various initiatives like knowledge sharing, on-boarding and training support, support team lead in all business related tasks / activities, building process documentation and knowledge repositories -To be an integral part of a comprehensive design team responsible for designing promotional marketing materials.

About the Role

Major accountabilities:

- Create and deliver below customer requirements as per agreed SLAs -Deliver services through structured project management approach with appropriate documentation and communication throughout the delivery of services .
- Quality Assurance ; Ensure deliverables for quality and accuracy are of the highest order.
- On-time project delivery within stipulated deadlines -Support in creation and maintenance of standard operating procedures (SOPs) -Support in developing and maintaining knowledge repositories that captures qualitative and quantitative reports.
- Participate in various knowledge sharing sessions that

Key performance indicators:

- - Good customer satisfaction scores - Ability to manage multiple stakeholders / projects - Delivery on time

Minimum Requirements:

Work Experience:

- Operations Management and Execution.
- Project Management.
- Working experience within the pharmaceutical industry.

Skills:

- Advertising Campaigns.
- Alteryx.
- Analytical Thinking.
- Brand Awareness.

- Business Networking.
- Curiosity.
- Digital Marketing.
- Email Marketing.
- Marketing Communications.
- Marketing Plans.
- Marketing Strategy.
- Media Campaigns.
- Process Documentation.
- Strategic Marketing.

Languages :

- **English.**

Additional Specification

- Provides support to Value for Patients& Diagnostics Manager across the process focusing on operation and management of Oncology's Patient Support Programs and diagnostic services (Non POP initiatives).
- Develop educational materials for patients and other innovative initiatives for strengthening services.
- Design and follow up of educational patient's material for assigned PSPs - Control of budget and monthly expenses - Request and tracking of contracts, purchase orders and internal processes required for PSP vendors - Control of laboratory test performed and reporting to assigned teams - Constant communication with PSP External Service Provider in the daily operations - Transversal support to PSP Manager in the operation of all patient programs approved.

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>

Commitment to Diversity and Inclusion

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

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.

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Division

International

Business Unit

Innovative Medicines

Emplacement

Colombie

Site

Bogota (Oncology) / Cali (Pharmaceuticals)

Company / Legal Entity

CO01 (FCRS = CO001) Novartis de Colombia S.A

Functional Area

Commercialisation

Job Type

Full time

Employment Type

Regular

Shift Work

No

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