

Japan Program Head (Immunology)

Job ID

REQ-10049721

Apr 24, 2025

LOC_JP

About the Role

Major accountabilities:

- Responsible for the operational management of the assigned projects or family of projects -Provide planning and operational support to project teams -Ensure execution of project plans -Manage inter functional project plan and budget using the Project Planning tool or System -Identify issues and potential bottlenecks within projects and proposes options -Contribute to scenario generation with the aid of the Project Planning System -Maintain the project plan and project documentation -Consolidate and tracks project termination plans -Establishes operational objectives and work plans, and delegates assignments to subordinates.
- Senior management reviews objectives to determine success of operation.
- Regularly interacts with senior management or executive levels on matters concerning several functional areas, divisions, and/or customers.
- Implements strategic policies when selecting methods, techniques, and evaluation criteria for obtaining results.
- Establishes and assures adherence to budgets, schedules, work plans, and performance requirements.
- Contributes to and often leads the development of departmental goals and objectives.
- Represents area as core member in the Global Project Teams for defining global scientific strategy for development up to submission and approval in major markets of assigned product(s).
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt -Distribution of marketing samples (where applicable)

Key performance indicators:

- Timely delivery of project as defined -Project delivery and tracking to meet project budget Operational excellence - Successful project execution -Customer Feedback -Scientific exchange, including internal & external publications/presentations, invited lectures

Minimum Requirements:

Work Experience:

- Cross Cultural Experience.
- Functional Breadth.
- Project Management.
- Regulatory Submissions.
- Operations Management and Execution.
- Collaborating across boundaries.

Skills:

- Adaptive Strategy And Innovation.
- Clinical Research.
- Cross-Functional Teams.
- Drug Development.
- Financial Management.
- Interpersonal Communication Skills.
- Microsoft Project.
- Npd (New Product Development).

- PMI (Project Management Institute).
- PMP (Project Management Professional).
- Program Management.
- Project Delivery.
- Project Execution.
- Project Life Cycle.
- Project Management.
- Project Planning.
- R&D (Research And Development).
- Resource Allocation.
- Risk Management.
- Senior Management.
- Stakeholder Management.
- Time Management Skills.

Languages :

- English.

Why consider Novartis?

817million. That's how many lives our products touch. And while we're proud of that fact, in this world of digital and technological transformation, we must also ask ourselves this: how can we continue to improve and extend even more people's lives?

We believe the answers are found when curious, courageous and collaborative people like you are brought together in an inspiring environment. Where you're given opportunities to explore the power of digital and data. Where you're empowered to risk failure by taking smart risks, and where you're surrounded by people who share your determination to tackle the world's toughest medical challenges.

We are Novartis. Join us and help us reimagine medicine.

ノバルティスの製品は約8億人以上の患者さんに世界中で届けられています。

約10万の社員が世界中のノバルティスで働いており、その国籍は約147カ国に及びます。

ノバルティスファーマ株式会社は、スイス・バーゼル市に本拠を置く医薬品のグローバルリーディングカンパニー、ノバルティスの日本法人です。ノバルティスは、より充実したすこやかな毎日のために、これからの医薬品と医療の未来を描いています。詳細はホームページをご覧ください。 <https://www.novartis.co.jp>

Japan

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健康状態や障害を理由に採用プロセスのいかなる部分においても、あるいは職務の必須事項を果たすために合理的配慮が必要な場合は midcareer-r.japan@novartis.com宛てに電子メールをお送りください。その際ご依頼内容、ご連絡先、求人票の番号を明記してください。

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Novartis is aware of employment scams which make false use of our company name or leader's names to defraud job seekers. Novartis does not make job offers without interview and never asks candidates for money.

All our current job openings are displayed [here](#). If you have encountered a job posting or been approached with a job offer that you suspect may be fraudulent, we strongly recommend you do not respond, send money or personal information.

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Role Requirements

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>

Benefits and Rewards: Learn about all the ways we'll help you thrive personally and professionally.

[Read our handbook \(PDF 30 MB\)](#)

Division

DIV_GD

Business Unit

Development

Location

LOC_JP

Site

Toranomon (NPKK Head Office)

Company / Legal Entity

JP05 (FCRS = JP005) Novartis Pharma K.K.

Functional Area

FCT_RD

Job Type

Full time

Employment Type

Regular

Shift Work

No

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