

Head Legal Investigations, China

Job ID

REQ-10067456

Jan 04, 2026

LOC_CN

About the Role

Major accountabilities:

- Lead and oversee the end-to-end management of external-facing inquiries and investigations in China, acting as the primary company contact for relevant authorities.
- Monitor, interpret, and communicate external legal, regulatory, and enforcement trends; translate developments into practical risk mitigation strategies and procedures.
- Lead cross-functional response teams to ensure timely, consistent, and well-documented actions.
- Oversee with internal stakeholders to ensure robust protocols are maintained by the responsible internal functions and teams, including matter intake, scoping, fact-finding, documentation, escalation pathways, remediation planning, and lessons learned.
- Advise business leaders and the country compliance function on compliance expectations, policy adoption, training needs, and control enhancements aligned with applicable laws and global standards.
- Partner with Global Litigation and other headquarter functions to drive consistent strategies and execution in handling external-facing matters.
- Partner with global legal functions and Information Security to maintain and enhance data protection programs, controls and governance and ensure critical business information is protected through robust legal enforcement.
- Act as a thought leader as a senior member of the China Legal community.

Requirements:

- Bachelor's degree required; advanced degree in law and overseas legal education strongly preferred.
- PRC bar required; overseas legal qualification a plus.
- Work experience at top tier law firm strongly preferred.
- 8+ years of experience or equivalent in investigations, compliance, regulatory enforcement, or related fields, ideally within life sciences or other highly regulated industries.
- Demonstrated experience engaging with government bodies and managing complex, multi-stakeholder investigations in China.
- Strong understanding of China's regulatory framework relevant to pharmaceuticals (e.g., anti-bribery/anti-corruption, competition, data protection/privacy, product quality, advertising/promotion, and health sector regulations).
- Fluency in Mandarin and English required.

Key Competencies:

- Strategic foresight and enterprise thinking
- Senior Stakeholder and high-stake issue management
- Operational excellence and attention to detail
- Clear, concise communication (written and verbal)
- Cultural fluency and collaborative leadership
- Adaptability and resilience
- Executive presence and influence

What we offer:

- Opportunity to impact and influence in a large, multi-national organization with the critical mission to enhance healthcare across the globe

- Collaborative, mission-driven environment
- Professional growth, learning, and development
- Competitive compensation and benefits

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>

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

Division

DIV_LE

Business Unit

Legal

Location

LOC_CN

Site

Shanghai (Shanghai)

Company / Legal Entity

CN06 (FCRS = CN006) Beijing Novartis Pharma Co., Ltd

Functional Area

FCT_LI

Job Type

Full time

Employment Type

Regular

Shift Work

No

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