

Investor Relations Executive Director

Job ID

REQ-10074114

Mar 20, 2026

LOC_CH

About the Role

Key Responsibilities:

- Strengthen relationships with current shareholders through creation and execution of key account plans and expand shareholder base through identification of new potential targets.
- Leverage financial/industry expertise to address inquiries from investors and analysts in a timely manner, providing accurate and balanced information on a range of topics from financial to product-specific. Deliver aligned messages that support the Novartis equity story.
- Ensure Swiss sell-side analysts have all relevant, publicly available information that would allow them to maintain an accurate financial model on Novartis.
- Be able to present the Novartis equity story in IR-only roadshows in an accurate, confident and clear manner, respecting all disclosure rules and regulations.
- Plan and support execution of senior management roadshows, bank conference participation, one-on-one meetings and other investor events, including capital markets days (e.g. Meet Novartis Management, R&D Day).
- Train senior management as needed on disclosure principles and external messaging, providing guidance that can influence management credibility externally.
- Serve as a subject matter expert on one key therapeutic area for our business. Work with internal stakeholders to anticipate investor questions, collect relevant information and shape our external messaging.
- Capture investor/analyst feedback and share with the IR team and senior management.

What you'll bring to the role:

Essential Criteria:

- Extensive experience in the pharmaceutical industry, ideally in Investor Relations or other relevant functions (R&D, Commercial, Finance), or in sell-side research, investment banking or asset management with a healthcare focus
- Financial modelling experience/understanding
- Strategic thinker, with strong problem-solving and influencing skills
- Ability to handle a range of complex issues/multiple projects simultaneously
- Ability to effectively build and maintain relationships across all organizational levels
- Fluent in both English & German - Excellent oral/written communication skills

Desirable Criteria:

- Ideally MD or PhD in a biomedical field and/or CFA or degree in finance
- Science background

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.

Accessibility and Accommodation:

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to 193

diversity.inclusion_ch@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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>

Join our Novartis Network: Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <https://talentnetwork.novartis.com/network>

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>

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_FI

Business Unit

Finance

Location

LOC_CH

Site

Basel (City)

Company / Legal Entity

C010 (FCRS = CH010) Novartis International AG

Functional Area

FCT_BS

Job Type

Full time

Employment Type

Regular

Shift Work

No

[Apply to Job](#)

Job ID

REQ-10074114

Investor Relations Executive Director

[Apply to Job](#)

Source URL: <https://prod1.jobapi.novartis.com.cn/req-10074114-investor-relations-executive-director>

List of links present in page

1. <https://prod1.jobapi.novartis.com.cn/req-10074114-investor-relations-executive-director>
2. mailto:diversity.inclusion_ch@novartis.com
3. <https://www.novartis.com/about/strategy/people-and-culture>

4. <https://talentnetwork.novartis.com/network>
5. <https://www.novartis.com/careers/benefits-rewards>
6. <https://www.novartis.com/about/strategy/people-and-culture>
7. https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf
8. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Basel-City/Investor-Relations-Executive-Director_REQ-10074114
9. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Basel-City/Investor-Relations-Executive-Director_REQ-10074114