

# People Partner

Job ID

REQ-10072653

Apr 17, 2026

LOC\_IN

## About the Role

Major accountabilities:

- Partnering and coaching managers and associates on People related Processes and moments that matter.
- Drives P&O initiatives, supporting the overall P&O strategy
- Activate business ownership and accountability of diversity, equity and inclusion initiatives
- Champions culture and supports implementation of corporate initiatives (e.g. Evolve, hybrid working)
- Coaches and guides people managers on role evaluations in line with local governance.
- Communicate full spectrum of inclusion & Psychological Safety -Design new hire onboarding initiatives.
- Drive buy-in and utilization of data and analytics to identify risk and trends, and to apply these business insights to inform decisions and actions.
- Drive People Experience and Culture efforts and align with global or local initiatives / implementation.
- Drives quality, effectiveness, efficiency and continuous improvement for P&O People Partnering and related processes.
- Embraces customer feedback to understand the customer journey with moments that matter and drives continuous improvement.
- Implement enhancements and modification as necessary to meet both the business and customer needs.
- Ensure compliance with local equity / Equal Employment Opportunity (EEO) regulations -First point of escalation for all leaders and managers on their day-to-day P&O topics, providing expert advice, guidance and support.
- Lead the delivery of in-country transformations, consult and negotiate with local works council / unions, provide advice and guidance for managers through the local process, oversee associate notice / handover meetings and overall restructuring lifecycle.
- Lead the execution of local implementation of large-scale organizational and day-to-day organizational structure changes, in line with country regulations / policies.
- Leads alignment and harmonization of local regulations with P&O Board; monitors compliance, risk management and review P&O controls (as part of the NFCM framework) working with People Partner team.
- Manage internal movement offers and mobility.
- Promotes the contribution of ideas and solutions to the P&O network (Country Business Partners, Global Business Partners and Country P&O Boards).
- Provide credible P&O People Partnering to people leaders, manager and associates offering advice and guidance on the moments that matter.
- Provides coaching and counselling to Country P&O Business Partners on local policies and processes.
- Seeks to establish strong relationships with cross-divisional P&O community members to understand needs and challenges and drive continuous improvement.
- Support and coach leaders, manager and associates on all P&O topics including promoting self-sufficiency in people processes.
- Support in country where there is no TAS presence.
- 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:

- Demonstrate ability to leverage data and analytics for business insights to inform business decisions evidenced

through positive client feedback.

- Demonstrate service delivery levels are within defined SLAs.
- Demonstrate simplification and optimization of local People Partner team processes (e.g., time efficiencies, handoff reduction, quality improvement).
- Ensure compliance to global standards by meeting acceptable tolerances of risks / issues / audit findings.
- Lead and project manage the delivery of P&O initiatives against agreed timelines, scope and objectives (time, cost, quality).
- Monitor and ensure FTE cost control, operational costs, budgeting processes and SLAs are met and remain compliant.

Minimum Requirements:

Work Experience:

- Functional Breadth.
- Leading large and/or diverse multi-functional teams.
- Project Management.
- Operations Management and Execution.
- Representing the organization.
- Collaborating across boundaries.

Skills:

- Business Acumen
- Change Implementation
- Coaching
- Connecting The Dots
- Data Analysis & Reporting
- Empathy
- Employee Lifecycle Management
- Employee Relations & Engagement
- Influencing
- Matrix Collaboration
- Operational Excellence
- Performance Management
- Project Management
- Resilience
- Stakeholder Management

Languages :

- English.

## 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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Division

DIV\_PO

Business Unit

Human Resources

Location

LOC\_IN

Site  
Hyderabad (Office)  
Company / Legal Entity  
IN10 (FCRS = IN010) Novartis Healthcare Private Limited  
Functional Area  
FCT\_HR  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No  
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