

Associate Manager, Scientific Writing

Job ID

REQ-10075569

Apr 21, 2026

LOC_MX

About the Role

Major Accountabilities

Promotional content development

- Develop and review scientifically accurate, engaging, and compliant promotional materials including iCVAs, brochures, digital campaigns, Emails, social media posts, banners etc.
- Ensure messaging is consistent with brand strategy and aligned with approved product positioning.
- Support omnichannel content planning by identifying opportunities to repurpose scientific content for multiple formats and platforms targeting different audiences . Contribute and develop to modular content models.
- Monitor and interpret label updates and ensure timely content revision across all promotional assets.
- Liaison with editorial, creative and regulatory teams to ensure alignment of promotional content with latest approved label.
- Mentor junior writers, providing guidance and training on commercial writing, label integration and compliance standards.
- Coordinate closely with medical writing leads, project managers, graphics teams, and clients
- Conduct peer reviews and mentor junior writers to meet client and quality expectations
- Develop and maintain label update checklists, to ensure consistency of the updates across materials.
- Partner with scientific writers, creative and digital teams to ensure efficient, high-quality content development workflows.

Essential Requirements:

- Advanced degree in life sciences, pharmacy, medicine or related field.
- 5+ years of experience in scientific writing with a strong focus on promotional material, content planning and label updates.
- In-depth understanding of promotional scientific communications, clinical data interpretation, and pharmaceutical regulations.
- Familiarity with promotional content review systems and relevant codes.
- Strategic mindset with ability to contribute to content planning and campaign design. Excellent written and verbal communication skills.
- Ability to work cross-functionally in matrix environment with high attention to detail and timelines.
- Ability to manage multiple projects, concurrent workflows, and tight deadlines
- Exposure to global content localisation/adaptation .Understanding of omnichannel marketing.

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 work with and provide reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to perform the essential functions of a position, please send an e-mail to tas.mexico@novartis.com and let us know the nature

of your request and your contact information. Please include the job requisition number in your message.

Novartis tiene el compromiso de trabajar y proporcionar adaptaciones razonables para personas con discapacidad. Si, debido a una condición médica o discapacidad, necesita una adaptación razonable para cualquier parte del proceso de contratación, o para desempeñar las funciones esenciales de un puesto, envíe un correo electrónico a tas.mexico@novartis.com y permítanos conocer la naturaleza de su solicitud y su información de contacto. Incluya el número de posición en su mensaje.

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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_IU

Business Unit

Marketing

Location

LOC_MX

Site

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area

FCT_MM

Job Type

Full time

Employment Type

Regular

Shift Work

No

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