

Real Estate Specialist, Strategic Planning

Job ID

REQ-10075339

Apr 21, 2026

LOC_MX

About the Role

Major accountabilities:

- The Real Estate Specialist, Strategic Planning supports regional and global leadership in defining the Real Estate direction and develop plans to realize our business objectives.
- Supports Real Estate Manager, Strategic Planning in ensuring success of initiatives, programs and special projects and completing reports for senior leadership
- Facilitates the creation of a clear real estate portfolio overview and individual site strategy for the region.
- Supports regional manager and team in defining plans for real estate projects, track projects progress, identify risks, maintain updated project schedule, and further best practice project management activities.
- Supports regional team in change management activities related to workplace and real estate strategy.
- Facilitates and participate in the development of change management approaches required to implement them.
- Ensures close coordination with, and actively participates in global REFS initiatives to maximize enterprise wide opportunitiesOther real estate related tasks as delegated by manager and regional leadership

Minimum Requirements

- +10 years of experience in corporate real estate management
- Experience in strategyt development
- Presentation skills and advanced PowerPoint skills
- Collaborating across boundaries and part of international team
- Facilitate major change.
- Basic Financial Management.
- Project Management.
- Knowledge and experience in creating strategies.
- Corporate Real Estate Management.
- Knowledge and experience in latest AI tools in the corporate real estate management field.

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.

Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve

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_TO

Business Unit

Administration & Facility

Location

LOC_MX

Site

INSURGENTES

Company / Legal Entity

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

Functional Area

FCT_FA

Job Type

Full time

Employment Type

Regular

Shift Work

No

[Apply to Job](#)

Job ID

REQ-10075339

Real Estate Specialist, Strategic Planning

[Apply to Job](#)

Source URL: <https://prod1.jobapi.novartis.com.cn/req-10075339-real-estate-specialist-strategic-planning>

List of links present in page

1. <https://prod1.jobapi.novartis.com.cn/req-10075339-real-estate-specialist-strategic-planning>
2. <mailto:tas.mexico@novartis.com>
3. <mailto:tas.mexico@novartis.com>
4. <https://www.novartis.com/about/strategy/people-and-culture>
5. https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf
6. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/INSURGENTES/Real-Estate-Specialist--Strategic-Planning_REQ-10075339
7. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/INSURGENTES/Real-Estate-Specialist--Strategic-Planning_REQ-10075339