

Recruitment Experience Partner Lead - Flex Team (m/f/d)

Job ID

REQ-10080363

Jun 08, 2026

LOC_CZ

About the Role

Major accountabilities:

- Team leadership & capacity planning: Plan REP capacity, allocate workload and requisitions, coach the team, and create a culture of ownership, quality, and continuous improvement.
- Process excellence & enablement: Drive consistent use of RS standards and tools (incl. Workday), and foster standardization, automation, and AI enhancements to remove friction and increase speed.
- Frontline recruiting oversight: Ensure high-quality delivery for high-volume roles — from first interview through offer; support senior/complex hiring (L6+) with shortlist validation, CV review, and reactive sourcing as needed.
- Risk, insights & reporting: Anticipate local / regional hiring risks, implement mitigation plans, and report regional trends and market intelligence to inform strategy. Define and track KPIs that uphold RS quality and consistency.
- Cross-functional partnership: Coordinate closely with RBPs to tailor strategies to business needs and with RS Strategy & Excellence to embed improvements and maintain global standards.

Key performance indicators:

- Feedback from internal partners and client groups - RS KPI's – diversity, time to hire -Successful achievement of project milestones

Minimum Requirements:

- 8+ years' recruiting experience, including experience leading teams in fast-paced, high-volume environments (agency or in-house).
- Demonstrated ability to lead, coach, and scale recruiting teams using standardized processes and technology (e.g., Workday) to deliver consistent outcomes.
- Strength in candidate experience, offer execution, and data-driven decision-making; comfort with automation/AI in recruiting workflows.
- Proven collaboration and influence without authority across regions, functions, and stakeholder groups (RBPs, RS Excellence, Talent Management).
- Experience across multiple functions and European countries, effectively navigating enterprise and local P&O policies and standards.
- Experience leading complex projects with an enterprise dimension.
- Fluency in additional European languages besides English.

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>

Diversity & Inclusion Statement

Novartis is committed to building an outstanding, inclusive work environment and diverse teams representative of the patients and communities we serve. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, gender, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status.

Role Requirements

Why Novartis: Helping people with disease and their families ¹/₂ 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_PO

Business Unit

Human Resources

Location

LOC_CZ

Site

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o.

Functional Area

FCT_HR

Job Type

Full time

Employment Type

Regular

Shift Work

No

[Apply to Job](#)

Job ID

REQ-10080363

Recruitment Experience Partner Lead - Flex Team (m/f/d)

[Apply to Job](#)

Source URL: <https://prod1.jobapi.novartis.com.cn/req-10080363-recruitment-experience-partner-lead-flex-team-mfd>

List of links present in page

1. <https://prod1.jobapi.novartis.com.cn/req-10080363-recruitment-experience-partner-lead-flex-team-mfd>
2. <https://www.novartis.com/careers/benefits-rewards>
3. <https://www.novartis.com/about/strategy/people-and-culture>
4. https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf
5. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Prague/Recruitment-Experience-Partner-Lead---Flex-Team--m-f-d-_REQ-10080363
6. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Prague/Recruitment-Experience-Partner-Lead---Flex-Team--m-f-d-_REQ-10080363