

Specialist II- Lab Operations, Translational Medicine

Job ID

REQ-10079937

Jun 10, 2026

LOC_US

About the Role

Key Accountabilities:

- Providing local, hands-on day-to-day laboratory operational support to TM Preclinical Safety, Pharmacokinetic Sciences, and Biomarker Development departments and reporting issues/consulting with Sr. Lab Manager in TM.
- Establishing and maintaining relationships with TM researchers.
- Ensuring effective and efficient maintenance and documentation of lab assets and consumables in alignment with TM scientific goals
- Working with TM lab scientists to ensure full compliance with Health Safety & Environment (HSE) rules; may serve as department HSE representative. Act as champion for new HSE initiatives, e.g. sustainability best practices.
- Strategic operational support: Strong focus on providing input and contributing to operational excellence initiatives, planning, monitoring, and documenting of projects and analysis of information. Active participation in and championing cross-departmental initiatives and collaborations (Sr. Specialist I).
- Collaboration and communication: Collaborating with cross-functional teams, including lab scientists, 3rd-party vendors, technicians, and Novartis supporting functions including Health, Safety & Environment, Facilities and Real Estate. Communicating effectively with internal and external stakeholders. Fostering a culture of collaboration, operational excellence, and continuous improvement within the team.

Essential Requirements:

- A bachelor's degree in biology, biochemistry, chemistry, pharmaceutical sciences or a related field
- Minimum of 2 years of hands-on laboratory experience.
- A strong understanding of lab processes, equipment, and infrastructure required in a scientific research organization
- Demonstrated ability to identify inefficiencies/challenges and develop practical solutions to improve efficiency and quality
- Highly efficient, self-motivated, independent, and flexible in adapting to changing priorities; eager to take on additional responsibilities when required; able to work collaboratively on several projects simultaneously while meeting timelines.

Desirable Requirements:

- Project Management experience a plus
- Excellent computer skills including proficiency in Excel, Word, PowerPoint, and Outlook are required. Experience with SharePoint and Teams is preferred

The salary for this position is expected to range between \$70,000 and \$130,000 per year.

The final salary offered is determined based on factors like, but not limited to, relevant skills and experience, and upon joining Novartis will be reviewed periodically. Novartis may change the published salary range based on company and market factors.

Your compensation will include a performance-based cash incentive and, depending on the level of the role, eligibility to be considered for annual equity awards.

US-based eligible employees will receive a comprehensive benefits package that includes health, life and disability benefits, a 401(k) with company contribution and match, and a variety of other benefits. In addition, employees are eligible for a generous time off package including vacation, personal days, holidays and other leaves. To learn more about the culture,

rewards and benefits we offer our people click [here](#).

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_RE

Business Unit

Research

Location

LOC_US

Site

Cambridge (USA)

Company / Legal Entity

U175 (FCRS = US175) Novartis Institutes for BioMedical Research, Inc.

Functional Area

FCT_RD

Job Type

Full time

Employment Type

Regular

Shift Work

No

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