

Commercial Portfolio Manager

Job ID

REQ-10081281

Jun 15, 2026

LOC_ID

About the Role

Major Accountabilities:

- Portfolio Management, Budgeting & Forecasting
 - Execute activities portfolio management plan in line with Commercial Portfolio strategy
 - Developing and monitor budgets and forecasts to meet portfolio objectives within his or her territory.
 - Track financial performance and escalate variances for timely actions within territory assigned.
 - Provide inputs to portfolio lead for annual planning cycles and established report for monthly reviews.
 - Develop promotional materials for focused product.
 - Engage directly with customer groups. Build effective and enduring customer relationships; identifies and works closely with the most significant customers within his or her territory.
- Performance Vigilance & Insights
 - Monitor brand and trend of performance using internal dashboard within his or her territory.
 - Identify risks, opportunities, and trends influencing portfolio outcomes.
 - Utilize standard insights and dashboards provided by analytics teams.
- Operational & Regulatory Response Management
 - Manage ad hoc requests promptly (e.g., recalls, packaging queries).
 - Partner with Supply Chain to reduce stock-outs, expiries, and write-offs.
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt.

Key Performance Indicators:

- Accuracy and timeliness of forecasts and budget submissions.
- Portfolio performance versus financial and operational targets.
- Quality, frequency, and clarity of performance vigilance insights.
- Timeliness and completeness of responses to ad hoc operational requests.
- Effectiveness of cross-functional collaboration based on stakeholder feedback.
- Compliance with portfolio investment guardrails.

Minimum Requirements for internal applicants:

- Bachelor degree (S-1)
- Experience in pharmaceuticals/healthcare and preferable experience handle for Immunology, Dermatology and Transplant product.
- Current position minimum as Executive Medical Representative.
- English is preferable.
- Ready to be placed anywhere.

Minimum Requirements for external applicants:

- Bachelor's degree in business, finance, science, or related field.
- 5-8 years in portfolio management, commercial operations, finance or related roles.
- 1-2 years of indirect team leadership, coaching/ mentor, performance management.
- Experience in pharmaceuticals, healthcare, or other regulated industries.
- Background in budgeting, forecasting, analytics, or product management.
- Strong analytical skills and ability to interpret commercial and market data.
- Knowledge of portfolio management, budgeting, forecasting, data analytics, and product performance management
- Understanding of regulatory interfaces and Risk Management Plan (RMP) requirements.
- Ability to manage operational workflows and respond to urgent requests.
- Enterprise mindset with ability to manage across multiple stakeholders.
- Strong collaboration and communication skills.
- Ability to lead without authority and influence cross-functional decisions.
- Structured, proactive, and focused on operational excellence.
- Strategic decision-making: Prioritization frameworks, go/no-go criteria, and resource optimization across competing brands.
- Matrix leadership and talent development: building high-performance, diverse teams; succession planning, and influencing across complex cross-functional and regional interfaces.
- Resource discipline: Operates lean; rigorously aligns spend to investment guidelines and demonstrable ROI.
- Outcome-oriented: Sets clear KPIs (P&L, portfolio value, digital engagement, brand sustainability) and acts on insights.

Skills:

- Accountability
- Key Account Management
- Commercial Excellence
- Competitive Intelligence
- Compliance
- Customer Relationship Management
- Customer Engagement
- Professional Ethics
- Health Care Industry
- Market Development
- Problem Solving Techniques
- Company Process Understanding
- Revenue Growth
- Selling Skills
- Team Collaboration
- Value Propositions

Languages:

- English and Local Language

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 \(PDF 30 MB\)](#)

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List of links present in page

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