

Director, Commercial Operations, Neuroscience

Job ID

REQ-10081182

Jun 15, 2026

LOC_US

About the Role

Key Responsibilities:

- Partner with the TA Head, GMs and BEL to manage operations by orchestrating the preparation of all deliverables, prioritizing time commitment and workload
- Ensure readiness for key TA engagements, such as ECN meetings, LRRs (Launch Readiness Reviews) and MBRs (Management Business Reviews)
- Support Investor Relations process (e.g. preparation for Quarterly Earnings calls)
- Drive alignment and prioritization of TA activities through TAAF (TA Alignment Forum)
- Lead and manage key initiatives for the General Management organization in collaboration with US Functions related to key business priorities
- Influence decisions and drive alignment between US TA priorities and US enterprise strategy, including alignment with S&G and INT Teams
- Oversee critical initiatives to drive excellence in our culture, operations and ways of working
- Build excellence in day-to-day meeting operations, processes and outcomes

Essential Requirements:

Education (minimum/desirable):

Bachelor's Degree required, Master's Degree preferred

Experience:

- 7+ years combined experience in pharmaceutical, biotech, healthcare, or healthcare consulting industry, inclusive of at least 2 different types of cross-functional roles/experiences
- 4+ years leading complex projects requiring cross-functional alignment
- 2+ years functional experience in the US, Commercial preferred
- Strong business acumen, excellent strategic thinking and effective problem solving
- Track record of exceptional performance and execution that drives results in a cross-functional matrix
- Proven self-starter with high standards of excellence, an innovative mindset and the ability to consistently meet deadlines
- Excellent interpersonal and communication skills, with demonstrated ability to collaborate, operate and influence the organization
- Outstanding ability to deal with ambiguity/uncertainty; Strong executive presence and ability to interact with senior Leadership; Curiosity, excellent listening skills and ability to challenge current thinking; Strong customer-focus mindset; Excellent PowerPoint skills

The salary for this position is expected to range between \$185,500.00 and \$344,500.00 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_IU

Business Unit

General Management

Location

LOC_US

Site

East Hanover

Company / Legal Entity

U014 (FCRS = US014) Novartis Pharmaceuticals Corporation

Alternative Location 1

LOC_US

Functional Area

FCT_BS

Job Type

Full time

Employment Type

Regular

Shift Work

No

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