

Strategic Security Senior Analyst

Job ID

REQ-10077779

Jul 15, 2026

LOC_IN

About the Role

Major Accountabilities:

Shift Handover & Continuity of Operations

- Conduct comprehensive shift handovers covering VIP movements, threat intelligence updates, ongoing incidents, and system alerts.
- Ensure operational continuity by documenting critical incidents and preserving audit trails.

Real-Time Monitoring & Alarm Supervision

- Monitor security alarms, CCTV feeds (VMS/Axis Companion), GPS tracking systems, and field team dispatches.
- Ensure compliance with GSOC Work Process Documents (WPDs) for incident classification, escalation, and response.

Emergency Notifications & Crisis Coordination

- Coordinate time-sensitive emergency communications via approved platforms (e.g., Everbridge).
- Maintain accurate and auditable stakeholder distribution lists.
- Act as the focal point for multi-agency coordination during critical events.

Executive Protection Helpline & Call Handling

- Provide 24/7 helpline support for senior associates.
- Maintain structured call handling protocols, access control for privileged information, and escalation logs for after-action review.

Secure Travel Support

- Vet travel itineraries against geopolitical and localized threat intelligence.
- Provide proactive risk mitigation recommendations for high-risk travel.

Critical Asset Security Monitoring

- Monitor strategic locations and high-value assets for security breaches.
- Enforce physical access control policies and respond to anomalies.

Compliance & Documentation

- Maintain secure and accurate events and incident logs.
- Participate in internal audits and readiness drills to uphold ISO 27001 and EN 50518 certification standards.

Minimum Requirements

- Availability for 24x7 rotational shifts as per operational needs.
- Commitment to strict confidentiality and compliance protocols (ISO 27001 A.9 – Access Control & A.13 – Communications Security).
- Strong analytical and communication skills, especially under time-sensitive or high-pressure conditions.

Desirable Attributes

- Familiarity with incident categorization frameworks, RACI matrices, and business continuity planning (BCP).
- Experience with classified information handling, multi-jurisdiction coordination, and structured communication under stress.
- Ability to synthesize threat intelligence into actionable insights for operational and strategic decision-making.

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Learn more here:

<https://www.novartis.com/about/strategy/people-and-culture>

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.

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<https://talentnetwork.novartis.com/network>

Role Requirements

Division

DIV_TO

Business Unit

Administration & Facility

Location

LOC_IN

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

FCT_LI

Job Type

Full time

Employment Type

Regular

Shift Work

No

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