

Associate Director, Data Reporting Analyst

Job ID
REQ-10086365
Sep 14, 2026
LOC_US

About the Role

Key Responsibilities

- Design and maintain reporting solutions for data quality, governance, compliance, and operational performance.
- Create executive-ready dashboards, scorecards, and reporting packages that support strategic decision-making.
- Integrate metadata, governance, and quality metrics into comprehensive reporting frameworks.
- Partner with stakeholders to align reporting definitions, metrics, thresholds, and performance measures.
- Establish reporting processes for incident tracking, remediation monitoring, and compliance oversight.
- Lead external vendor partners supporting dashboard development, reporting automation, and analytics enhancements.
- Validate reporting outputs to ensure accuracy, consistency, traceability, and data integrity.
- Manage reporting schedules, documentation, inventories, change controls, and issue resolution activities.
- Automate recurring reporting processes to increase efficiency and reduce manual effort.
- Identify and escalate reporting risks, data issues, and compliance concerns to leadership.

Essential Requirements

- Bachelor’s degree in Business Analytics, Data Management, Information Systems, Computer Science, Statistics, Finance, or related field.
- 8+ years of experience in data quality reporting, governance reporting, compliance reporting, BI, analytics, or enterprise data management.
- Strong BI skills using Power BI, Tableau, Looker, Qlik, or similar tools.
- Strong SQL skills for sourcing, validation, reconciliation, and analysis.
- Experience with DQ metrics such as completeness, accuracy, timeliness, validity, anomaly detection, and DQ scoring.
- Familiarity with catalog and governance platforms such as Collate, OpenMetadata, Colibra, Alation, Atlan, or similar.
- Experience building executive-level dashboards, scorecards, and board-ready materials.
- Understanding of compliance, audit, privacy, remediation tracking, and governance reporting.
- Pharma compliance or commercial data experience, including HIPAA, OIG, Sunshine Act, HCP, Rx, consent, IQVIA, or Veeva, preferred.
- Strong stakeholder management, executive communication, attention to detail, and vendor management skills.

The salary for this position is expected to range between \$152,600 - \$283,400 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 awardsUS-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

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_MM
Job Type
Full time
Employment Type
Regular
Shift Work
No
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