

Associate Director DDIT IES - M365 Platform and AI

Job ID

REQ-10085490

Sep 27, 2026

LOC_IN

About the Role

#LI-Hybrid

Location: Hyderabad, India

Key Responsibilities

- Lead qualification and validation of Microsoft AI features for enterprise readiness, security, compliance, and business value.
- Assess licensing, integration, data protection, and operational requirements for new AI capabilities.
- Design and execute pilot programs to evaluate user experience, adoption potential, and organizational impact.
- Develop enablement strategies, training materials, and communications to accelerate AI adoption.
- Create operational guidelines, troubleshooting resources, and support frameworks for AI solutions.
- Drive cost optimization through licensing governance, usage monitoring, and budget management practices.
- Serve as the subject matter expert for Microsoft 365 technologies including Teams, SharePoint, OneDrive, and Power Platform.
- Design AI-enabled productivity solutions leveraging Microsoft Graph, Copilot, and platform extensibility capabilities.
- Partner with business stakeholders to translate priorities into scalable technology solutions and product roadmaps.
- Ensure AI solutions align with security, compliance, Responsible AI, and enterprise governance standards.

Essential Requirements

- 10–12 years of experience in enterprise technology or digital workplace platforms.
- Extensive experience with Microsoft 365 technologies, including Teams, SharePoint Online, OneDrive, and Power Platform.
- Proven experience delivering Artificial Intelligence and digital workplace solutions within a large enterprise environment.
- Strong understanding of Microsoft 365 Copilot, Generative Artificial Intelligence, Agentic Artificial Intelligence, and Prompt Engineering.
- Experience translating business requirements into scalable product roadmaps and technology solutions.
- Knowledge of enterprise security, data governance, risk management, and compliance frameworks.
- Demonstrated ability to lead cross-functional initiatives and influence stakeholders at multiple organizational levels.
- Experience with Agile delivery methodologies, product management practices, and user adoption programs.

Desirable Requirements

- Experience with Copilot Studio, workflow automation, and enterprise AI solution development.
- Knowledge of Microsoft Graph integrations and data-driven productivity optimization strategies.

Commitment to Diversity & Inclusion

We are committed to building an outstanding, inclusive work environment and diverse teams representative of the patients and communities we serve.

Accessibility and accommodation

Novartis is committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to perform the essential functions of a position, please send an e-mail to diversityandincl.india@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Role Requirements

Division

DIV_TO

Business Unit

Information Technology

Location

LOC_IN

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

FCT_IT

Job Type

Full time

Employment Type

Regular

Shift Work

No

[Apply to Job](#)

Job ID

REQ-10085490

Associate Director DDIT IES - M365 Platform and AI

[Apply to Job](#)

Source URL: <https://prod1.jobapi.novartis.com.cn/req-10085490-associate-director-ddit-ies-m365-platform-and-ai>

List of links present in page

1. <https://prod1.jobapi.novartis.com.cn/req-10085490-associate-director-ddit-ies-m365-platform-and-ai>
2. <mailto:diversityandincl.india@novartis.com>
3. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Hyderabad-Office/Associate-Director-DDIT-IES--M365-Platform-and-AI_REQ-10085490
4. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Hyderabad-Office/Associate-Director-DDIT-IES--M365-Platform-and-AI_REQ-10085490