

SSO Field Monitoring Head

Job ID

REQ-10089313

Oct 05, 2026

LOC_JP

About the Role

Key Responsibilities

- Lead, develop, and engage the country Trial Monitoring organization, including CRAs, CRA Managers, and monitoring oversight roles.
- Define and execute the country field monitoring strategy in alignment with global, regional, and local objectives.
- Ensure high-quality and compliant monitoring delivery in accordance with ICH-GCP, applicable regulations, and Novartis standards.
- Develop and implement an effective resource strategy, including capacity planning, workload allocation, and oversight of internal and external resources.
- Monitor operational and quality performance through relevant KPIs and KQIs, taking timely corrective action and escalating significant risks when required.
- Ensure appropriate technical and capability development across the Trial Monitoring organization.
- Oversee FSP and monitoring vendor performance, addressing quality, delivery, and partnership issues.
- Build effective cross-functional partnerships to resolve operational challenges and support successful clinical trial planning and execution.
- Promote innovation, continuous improvement, ethical integrity, and a strong culture of quality.

Essential Requirements

- Degree in a scientific, medical, health-related, or other relevant discipline.
- Significant experience in clinical research, including the planning, execution, and/or monitoring of clinical trials.
- Proven experience leading and developing teams within Trial Monitoring or Clinical Operations.
- Strong knowledge of clinical trial execution, ICH-GCP, regulatory requirements, and quality standards.
- Demonstrated ability to manage resources, operational performance, risks, and competing portfolio priorities.
- Strong stakeholder management, communication, negotiation, and influencing skills.
- Ability to resolve complex operational issues and make sound, timely decisions.
- Fluency in written and spoken English.

Desirable Requirements

- Experience leading a country monitoring organization within a global or highly matrixed pharmaceutical environment.
- Experience overseeing FSPs, external monitoring providers, or strategic clinical operations vendors.

Required Skills

- Clinical Trial Monitoring
- Clinical Operations
- People Leadership
- ICH-GCP and Regulatory Compliance
- Quality and Risk Management
- Clinical Operations Resource Management
- Vendor and FSP Oversight

- Clinical Trial Performance Management

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https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf

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Role Requirements

Division

DIV_GD

Business Unit

Development

Location

LOC_JP

Site

Toranomon (NPKK Head Office)

Company / Legal Entity

JP05 (FCRS = JP005) Novartis Pharma K.K.

Functional Area

FCT_RD

Job Type

Full time

Employment Type

Regular

Shift Work

No

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