

## Sr. Spec. DDIT GF Sol.Del. T&A

Job ID  
REQ-10034410

1月 07, 2025

India

### 摘要

-Specialist for project delivery and/or operations in the given business sub -capability. -Partner with Business Stakeholders and DDIT Strategic Business Partners for demand analysis, solution proposal/evaluation and project delivery -Drive operations of systems and applications in scope (both Global and Local), ensuring their stability and integrity and meeting customer service levels.

### About the Role

#### Key Responsibilities:

- Define, build and implement enhancements to HR/P&O processes and structures that will improve the P&O function ' s alignment to business objectives and ability to help drive business results
- Review and troubleshoot integration, Triage and solve issues, Application support/ tweaking the written code

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- Own/Participate in the following key activities: Release Management, Regression Testing, Tenant Management, Data Upload, Major Outage/Communication/Updates and Incident Management
- Manage Application Life Cycle services with WFS
- Ensure that system designs adhere to solution architecture design (i.e. high-level conceptual design) and are traceable to functional as well as non-functional requirements in projects/enhancements
- Ensure the overall user experience is taken into account when designing new solutions and services are peer reviewed, formally documented and signed off by business
- Ensure system design standards are defined to improve and sustain standardization of solutions adhere to architectural roadmap and support the development, execution and operations of solutions

#### Core WorkForce Competencies (knowledge and skills):

- Hands-on experience with WorkForce Suite offer, including Time & Attendance, Absence Management, and Advanced Scheduling. Knowledge of Analytics module is an advantage
- Expertise in configuration and troubleshooting, including business rules, custom validations, and data mapping.
- Integration experience, including working with APIs, connectors, and middleware tools like SAP or other HRIS platforms and payroll technology.
- Experience with system architecture, tenant management, and version upgrades.
- WFS certification is an advantage

#### Essential Requirements:

- Bachelor's degree, preferably in Computer Science, Information Technology, Computer Engineering, or related IT discipline
- 7+ years of IT experience, knowledge of the HR function and processes is must
- At least 1 end-to-end WFS implementation of core Workforce suite in a lead role or worked in Operations team for WFS support.
- Experience in all phases of the technology implementation lifecycle (requirements gathering, design, build, go-live, testing)
- Experience leading requirements gathering workshops or facilitating meetings
- Ability to interact at all levels of the organization
- Ability to manage work, lead as necessary and mentor team members
- Ability to do business consult independently and take decisions
- Strong problem solving and troubleshooting skills with the ability to exercise mature judgment
- Excellent interpersonal skills along with strong written and verbal communication and the ability to communicate effectively to non-technical audiences as well as senior technical personnel. The individual should have the ability to work effectively as an individual or in a team environment.
- Excellent teamwork and interpersonal skills
- Experience as a partner or client of Workforce through an implementation journey
- Understanding of payroll and time processes and exposure to payroll technology

## 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.

### 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](mailto: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

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>

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部门

Operations

Business Unit

CTS

地点

India

站点

Hyderabad (Office)

Company / Legal Entity  
IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area  
Technology Transformation

Job Type  
Full time

Employment Type  
Regular

Shift Work  
No

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