

Web Project Manager

Job ID
REQ-10055396

1月 08, 2026

Mexico

摘要

Within Marketing Operations, the Web Centralized Design and Authoring team is responsible for centralizing and delivering web services to our brands. The Web Project Manager will support the execution of web projects within various CMS platforms (Drupal, Nutanix, Adobe Experience Manager). Will gather business needs from Web Delivery Manager and translate those requirements into the features available in the WCDA realm.

#LI-Hybrid

Location: Mexico City

Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you

About the Role

Key responsibilities:

- Proficiency in managing CMS platforms
- Author, edit, and organize content within CMS platforms.
- Organize and coordinate the content author teams to incorporate forms, integrating with SFMC/Databases, SEO requirements, layout requirements, among other features required by marketing team
- Coordinate with cross functional team for site provision and domain definition
- Coordinate with customer experience, domain definition and records/info needed for internal registration
- Provide insight to content authors and designers to execute their tasks without causing any delay
- Review project brief and provide feedback to ensure alignment with business needs
- Work closely with the POD Lead to share backlog requests of new features, and communicate bugs to the Product Team promptly
- Keep constant communication with Designers and Content Authors about new features, and provide insights about technical limitations
- Assist and support Content Authors and Designers in scoping and managing timelines and processes
- Highlight potential risks proactively, indicating possible scenarios to mitigate the risk
- Comply with recognized standards, practices, and regulatory requirements.

Essential Requirements:

- Bachelor ' s degree in web development, computer science, marketing, or related fields.
- Advanced degree in a relevant area is a plus.
- Proficient in Project Management

Experience

- Approximately 4-5 years ' experience in advertising agencies
- Strong experience in web development and content management
- Strong experience working with CMS platforms such as Drupal, Adobe Experience Manager, or similar platforms
- Knowledge of website hosting structure, SEO, SERM, SEO schema, website design, SFMC integration, embedded content.

Skills & Qualifications

- Knowledge in HTML, CSS, and JavaScript.
- Knowledge in content authoring, editing, and organizing skills within CMS platforms.
- Ability to manage concurrent projects and deliver work from concept through completion.
- Excellent problem-solving skills and active listening skills.
- Familiarity with and adaptability to new-generation technologies and trends (Gen AI and Agentic AI) is an added advantage

Commitment to Inclusion

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

Novartis is committed to work with and provide 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 tas.mexico@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>

Benefits and Rewards: Read our handbook to learn about all the ways we'll help you thrive personally and professionally: <https://www.novartis.com/careers/benefits-rewards>

部门
US

Business Unit
Marketing

地点
Mexico

站点
INSURGENTES

Company / Legal Entity
MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area
Marketing

Job Type
Full time

Employment Type
Regular

Shift Work
No

```
function adjustKalturaPlayer() { var deviceWidth = window.innerWidth ||
document.documentElement.clientWidth || document.body.clientWidth; var mediaElement =
document.getElementById("kalturaplayer696440e266351949497021"); var mediaContainer =
mediaElement.closest('.nc-kaltura-media'); var originalWidth = "1200px"; var originalHeight = "674px";
var originalWidthValue = parseFloat(originalWidth); var originalHeightValue =
parseFloat(originalHeight); var mediaType = "video"; var isResponsive = false; // Get computed styles
of the container element. var parentStyles = window.getComputedStyle(mediaContainer); var
finalWidth = parseFloat(parentStyles.width); if (finalWidth  var config = { targetId:
"kalturaplayer696440e266351949497021", provider: { widgetId: "10m7rm1pm", partnerId:
"2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause: false,
allowMutedAutoPlay: false, loop: false }, sources: { options: {}, startTime: 0 }, plugins: { download: {
disable: true }, "playkit-js-transcript":{ position: "right", // Default: bottom;( ' left', ' right', ' top', 'bottom' ) to
enable transcript. expandMode: "over", // Default: alongside;( ' alongside', ' hidden', 'over' )
expandOnFirstPlay: false, showTime: true, downloadDisabled: false, printDisabled: false, disable:
true } }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu: false },
components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets: ['Playback',
'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get:
KalturaPlayer.ui.components.Remove } ] } }; config.plugins.preventSeek = { preventSeekForward:
false, preventSeek: false }; config.plugins.floating = { disable: true }; config.plugins.navigation = {
position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; config.plugins['playkit-
js-hotspots'] = { disable: true }; config.plugins['playkit-js-moderation'] = { disable: true };
config.plugins['playkit-js-info'] = { disable: true }; config.plugins.share = { disable: true };
config.ui.uiComponents = []; config.plugins.googleTagManager = {};
config.plugins.googleTagManager.customEventsTracking = {};
config.plugins.googleTagManager.containerId = 'GTM-57RJQ5';
config.plugins.googleTagManager.customEventsTracking.custom = [];
config.plugins.googleTagManager.customEventsTracking = { preset: { coreEvents: true, UIEvents:
false, playlistEvents: false, castEvents: false } };
```

```
try { var kalturaPlayer = KalturaPlayer.setup(config); // Add the player to the global array. if (typeof
```

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kalturaPlayerVideos !== 'undefined') { kalturaPlayerVideos.push(kalturaPlayer); } else { var  
kalturaPlayerVideos = []; kalturaPlayerVideos.push(kalturaPlayer); } // Load the Player for other  
media. kalturaPlayer.loadMedia({entryId: "1dgfvmafo"}); setTimeout(() => {  
setupAutoPause(kalturaPlayerVideos); }, 500); function setupAutoPause(players) {  
players.forEach((currentPlayer) => { currentPlayer.addEventListener('play', () => {  
players.forEach((otherPlayer) => { if (otherPlayer !== currentPlayer && typeof otherPlayer.pause ===  
'function') { otherPlayer.pause(); } })); }); }); } catch (e) { console.error(e.message) }
```



VIDEO

Ajustes de accesibilidad

Novartis tiene el compromiso de trabajar y proporcionar adaptaciones razonables para personas con discapacidad. Si, debido a una condición médica o discapacidad, necesita una adaptación razonable para cualquier parte del proceso de contratación, o para desempeñar las funciones esenciales de un puesto, envíe un correo electrónico a tas.mexico@novartis.com y permítanos conocer la naturaleza de su solicitud y su información de contacto. Incluya el número de posición en su mensaje.

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