

Sr. Specialist DDIT OPS OpX & Planning

Job ID
REQ-10056698

7月 10, 2025

Czech Republic

摘要

Location: Prague, Czech Republic

#LI-Hybrid

Internal job title: Sr. Specialist DDIT OPS OpX & Planning

The Operational Excellence team for DDIT Operations is looking for a Sr. Specialist DDIT OPS OpX & Planning to join the team and support in executing on the approved initiatives and implement the processes within DDIT OPS and perform financial and other data analysis to provide insights and reporting activities.

About the Role

Key responsibilities:

- Support the Heads and their teams in running the day-to-day management activities.

- Manage the execution of key operational processes for the Function such as: financial reporting and budgeting planning, training, and communications, etc. to ensure smooth running of the business and achievement of operational targets.
- Monitor the Function's overall performance (financials, services, quality) and proactively identify opportunities to increase service levels and mitigate any functional level risks or issues.
- Support the adoption of Ways of Working implemented on a local or global level in line with organizational direction.
- Provide timely and accurate updates and effectively collaborate within and across DDIT functions.

Essential Requirements:

- 5+ years of experience in financial reporting or operational excellence role
- Experience in Financial Management, with strong financial acumen and analytical capability
- Track record delivering global solutions at scale.
- Change Management and stakeholder management skills
- Excellent communication and Presentation Skills, with fluency in English both written and spoken

You 'll receive (applicable only to CZ):

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement) ; 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program - choice of benefits from Benefit Plus Cafeteria in the amount of 12,500 CZK per year; Meal vouchers in amount of 105 CZK for each working day (full tax covered by company); Public Transportation allowance; MultiSport Card. Find out more about Novartis Business Services: <https://www.novartis.cz/>

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Accessibility and accommodation:

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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

Czech Republic

站点

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o

Functional Area

Technology Transformation

Job Type

Full time

Employment Type

Regular

Shift Work

No

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