

Associate Director Project Manager

Job ID
REQ-10057430

7月 22, 2025

Switzerland

摘要

Within Data & Digital, the Project & Program Management team seeks a highly motivated AI Sr. Project Manager to manage the delivery of Artificial Intelligence (AI) projects, programs and strategic initiatives through disciplined planning, delivery, monitoring, and measurement of results. The AI Sr. Project Manager position is an associate director level role managing AI projects and programs across Data & Digital and Biomedical Research.

About the Role

Major accountabilities:

- Drive the end-to-end lifecycle and delivery of AI projects and programs, from ideation and planning to deployment and post-launch evaluation of utilization and impact
- Streamline the project delivery approach while comprehensively managing each project and project team in a dynamic environment that embraces change focusing on enablement of BR

scientists

- Develop and maintain AI project & program roadmaps aligned with organizational priorities and emerging AI trends
- Serve as a key point of contact for AI projects and programs, providing regular updates to stakeholders and management
- Ensure adherence to the AI Project Playbook as the approach to managing AI projects and programs with varying degrees of complexity, risk and value to stakeholder
- Ensure AI solutions adhere to ethical standards, data privacy regulations, and responsible AI practices that meet Novartis requirements
- Serve as a change agent in deployment of adaptive project management approach and agile project management practices and tools across the organization
- Actively participate in the internal project management community, share knowledge and experience with fellow program and project managers, mentor junior project management staff
- Ensure adherence to Novartis global Information Security and Quality standards and policies for all products/services.
- If applicable, ensure Regulatory Compliance (e.g. GLP & GCP) standards and policies for GxP products/services.

Minimum Requirements:

Work Experience:

- Strong track record of successful delivery of programs and projects in a pharmaceutical environment
- Solid knowledge of the drug discovery process in biotech and pharma R&D
- 5+ years of experience in project and program management
- 1+ years in AI/ML or data-driven environments, with solid experience working with AI tools, applications, development lifecycles
- Proficiency in the use of project execution software (Jira, MS Planner, MS Project, etc.)
- Demonstrated ability to effectively manage a project team of technical, scientific and business associates
- Excellent communication, leadership, and organizational skills

Education:

- Bachelor ' s Degree required, with a focus on Technology or Life Sciences preferred
- Formal training in project management methodologies (e.g., PMP, PMI-ACP, Certified Scrum Master, etc.)
- Formal training in AI and machine learning (ML) concepts, strategies and tools
- Professional project management certification (PMP, CSM) and AI certification (CPMAI) strongly preferred

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>

Commitment to Diversity & Inclusion:

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

Join our Novartis Network:

Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up:

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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

Biomedical Research

Business Unit

Pharma Research

地点

Switzerland

站点

Basel (City)

Company / Legal Entity
C028 (FCRS = CH028) Novartis Pharma AG

Alternative Location 1
Dublin (NOCC), Ireland

Alternative Location 2
Prague, Czech Republic

Functional Area
Technology Transformation

Job Type
Full time

Employment Type
Regular

Shift Work
No

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