

Associate Director, IES CIS Governance - Audit and Compliance

Job ID
REQ-10057709

9月 02, 2025

Czech Republic

摘要

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

#LI-Hybrid

Associate Director, IES CIS Governance - Audit and Compliance is responsible for driving governance maturity, ensuring audit readiness, and maintaining a robust compliance posture across Cloud and Infrastructure Services (CIS) team. This role is critical for enabling proactive risk mitigation, infrastructure and process optimization, and stakeholder transparency. The position will lead initiatives across four key thematic areas: SOX Audit Governance, Audit Readiness, Process Optimization, and Infrastructure Optimization. The role is based in Prague, CZ and reports to the Director DDIT IES CIS Governance.

About the Role

Key Responsibilities:

- Ensure continuous SOX compliance through planning, execution, and tracking of assessments across CIS environments
- Collaborate with auditors for efficient evidence collection, documentation, and remediation of control deficiencies
- Deliver SOX control testing reports, audit readiness dashboards, and remediation plans
- Maintain 95%+ audit readiness by coordinating internal/external audit activities and implementing automated compliance monitoring
- Ensure timely resolution of compliance issues while training teams on audit procedures and evidence management
- Produce audit readiness checklists, compliance reports, and training materials
- Identify inefficiencies in compliance workflows and automate evidence collection processes
- Align ITSM processes with KPIs and compliance standards to reduce manual SOX evidence gathering by 40%
- Rationalize underutilized assets and enforce configuration standards across cloud and on-premises environments
- Support paperless infrastructure qualification and integrate cloud management tools for simplified governance

Commitment to Diversity & Inclusion:

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

What you ' ll bring to the role:

- Master ' s or Bachelor ' s degree in IT, Computer Science, or Engineering. An analytical mindset with attention to detail and strategic thinking.
- Industry standard certifications on Audit methodologies and frameworks.
- ITSM certification and extensive experience in compliance and security.
- Track record of starting projects on time and on budget, good oral and written communication skills.
- Ability to see the big picture while challenging the details, and structured way of working. Excellent communication and stakeholder management skills.

You ' ll receive:

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); Car Allowance; MultiSport Card. Find out more about Novartis Business Services: <https://www.novartis.cz/>

Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to learn more about Novartis and our career opportunities, join the Novartis Network here: <https://talentnetwork.novartis.com/network>

Accessibility and accommodation:

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to 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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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

Operations

Business Unit

CTS

地点

Czech Republic

站点

Prague

Company / Legal Entity
CZ02 (FCRS = CZ002) Novartis s.r.o.

Alternative Location 1
Hyderabad (Office), India

Functional Area
Technology Transformation

Job Type
Full time

Employment Type
Regular

Shift Work
No

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