

Manager - Compliance & Risk Operations

Job ID
REQ-10058669

8月 18, 2025

India

摘要

As a Manager in Compliance & Risk Operations, you will independently lead and deliver high-impact audit readiness and compliance initiatives that are critical to Novartis' US operations. This role requires a strategic thinker with deep compliance expertise, and excellent communication skills, capable of driving cross-functional projects with minimal supervision while ensuring alignment with Novartis policies and regulatory standards.

About the Role

Location - Hyderabad #LI Hybrid

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Key Responsibilities:

- Act as the primary escalation point for the Hyderabad Audit Readiness Team, ensuring timely resolution of complex issues and maintaining high-quality outputs.
- Independently manage and execute all audit readiness activities, including proactive monitoring, remediations, documentation control, and stakeholder reporting.
- Partner with the US Audit Readiness Lead and global stakeholders to align on compliance strategies, share insights, and drive continuous improvement.
- Facilitate knowledge exchange across geographies to ensure consistent audit practices and regulatory alignment.
- Lead the development of dashboards and reporting frameworks that provide actionable insights to senior leadership and compliance advisors.
- Deliver and communicate meaningful and actionable trend analyses and risk summaries that inform decision-making and support regulatory and compliance preparedness.
- Identify and implement process enhancements to improve audit efficiency and reduce compliance risk.
- Drive automation and digital solutions to streamline documentation, monitoring, and reporting workflows.
- Ensure all activities are executed in strict alignment with Novartis' internal compliance policies and external regulatory requirements.
- Maintain audit trail integrity and ensure readiness for internal and external inspections.
- Provide tactical guidance and mentorship to team members, ensuring consistent execution of daily responsibilities.
- Serve as a backup for all audit readiness activities, inclusive of extended support during resourcing gaps, ensuring business continuity and operational resilience.

Essential Requirements:

- Bachelor's degree (required); Master's or Doctorate in Law, Compliance, Pharmacy, or Health Administration (preferred).
- 7+ years of experience, with at least 2 years in Compliance or Audit within the Life Sciences industry.
- Strong knowledge of US Compliance & Regulatory frameworks and the US Materials Approval Process.
- Demonstrated ability to lead projects independently and influence cross-functional teams in a matrixed, global environment.
- Proficiency in analytics and trend analysis
- Excellent communication skills
- Familiarity with Gen AI and Agentic AI technologies is a plus.

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

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部门
US

Business Unit
Universal Hierarchy Node

地点
India

站点
Hyderabad (Office)

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

Functional Area
Marketing

Job Type
Full time

Employment Type
Regular

Shift Work
No

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