

Associate Delivery Manager

Job ID
REQ-10058970

8月 01, 2025

India

摘要

As an Associate Delivery Manager, the ideal candidate should have Project Management experience with a strong technical background

About the Role

Location - Hyderabad #LI Hybrid

About the Role:

As an Associate Delivery Manager, the ideal candidate should have Project Management experience with a strong technical background

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Key Responsibilities:

- Collaborate with stakeholders to define project scope, objectives, deliverables, and resource
- Coordinate and help gather requirements to develop detailed project plans and project estimations to task
- Proactively assist the business to identify upcoming conflicts and resource gaps
- Serve as primary interface between requests and vendor/outside project managers
- Management and documentation of project kick-off meetings (internal & vendors)
- Contribute to development of and then manage ongoing project timelines
- Monitoring and maintaining internal and external milestones
- Change request management and validation
- Review of all project deliverables for quality and accuracy
- Tracking of features and requirements for design and development; including translation of these requirements into live project documents, including site IA, wireframes and functional/creative briefs
- Communication of project status to internal and external stakeholders
- Identification and communication of project risks and assumptions
- To ensure that our project delivery is best in class
- To ensure that relevant external standards are understood and incorporated where appropriate within programs
- To ensure that all delivery project teams understand how quality relates to them and their role in delivery
- To ensure all delivery projects have detailed QA activities planned, implemented and reported.

Essential Requirements:

- A Project Manager with strong Technical background is mandatory
- VEEVA experience managing Veeva CRM projects and having strong functional knowledge of the tools is must
- Experience working as a Project Manager / Business Analyst / Technical Consultant / Module Lead in an IT organization (CMMi Level 5) company is most preferred
- 5-6 years of proven experience in managing Digital/technology focused projects or driving key initiatives within the digital marketing specifically for Content management Systems.
- Good experience in managing delivery of projects across complex matrix & global environments
- Digital experience/knowledge is a must
- Pharma experience is of benefit but not essential
- Knowledge of Vendor/supplier management

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Novartis is committed to working with and providing 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 diversityandincl.india@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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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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