

Legal Trainee - Novartis Operations

Job ID
REQ-10060893

9月 02, 2025

Switzerland

摘要

We are offering two 6-months legal trainee positions to support the Novartis Operations Legal department on a wide range of legal matters and projects in areas such as contract law, commercial law, M&A and licensing transactions, restructuring, antitrust law etc.

Start dates: January 1 - June 30, 2026 and June 1 - November 30, 2026

About the Role

We are offering two 6-months legal trainee positions to support the Novartis Operations Legal department on a wide range of legal matters and projects in areas such as contract law, commercial law, M&A and licensing transactions, restructuring, antitrust law etc.

These legal traineeships offer excellent opportunities to gain first-class, hands-on in-house legal experience within the stimulating, multinational environment of a leading pharmaceutical company.

Start dates: January 1 - June 30, 2026 and June 1 - November 30, 2026

Your responsibilities will include:

- Support M&A and corporate projects, manufacturing and supply agreements, real estate projects, portfolio and manufacturing site divestments, including conducting due diligence, managing data rooms and enquiries in the sale process, and legal project management
- Support a diverse range of commercial matters relating to the development, procurement, manufacturing, quality assurance and supply chain and distribution of pharmaceutical products
- Support diverse range of legal department projects, e.g. contract templates, legal trainings, global legal research projects, digitalization, outsourcing etc.
- Assist in drafting, negotiation and review of a variety of transactional, commercial and technical agreements
- Draft legal memoranda on a wide variety of legal issues and disputes
- Provide legal advice to internal clients, draft documents and key position summaries
- Interact with Novartis global, regional and country legal network

What you 'll bring to the role:

- Education: Swiss Law degree (Master of Law and Bachelor of Law has to be on Swiss Law), master's degree needs to be completed before start date
- Languages: Business-level English (written and spoken); German ideally and additional languages are a plus
- Experience/Professional requirements:
 - o Prior legal professional experience in a law firm, court or legal in-house department (internships etc.) would be helpful. We are also open to applicants without prior experience who have a strong interest and are motivated to learn on the job
 - o Overall high motivation and ability to work independently

Desirable requirements:

- Other professional experience in the corporate environment is a plus

Please submit a cover letter that includes your motivation for the position and your availability to start in January or June 2026. Thank you.

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
Universal Hierarchy Node

地点
Switzerland

站点
Basel (City)

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

Functional Area
Others

Job Type
Full time

Employment Type
Early Career (Fixed Term)

Shift Work
No

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