Sr. Spec. DDIT IES Device Standards

Job ID
REQ-10061211

9   04, 2025

India

the person is entrusted with the responsibility of setting and maintaining the engineering standards for all end user devices, such as Augmented reality, virtual reality, including laptops, tablets, and mobile phones. This individual will lead efforts to evaluate, test, certify, and catalogue devices for organizational deployment, ensuring each device meets stringent technical, user experience, and business criteria. By adopting a holistic approach to device management, the Senior Specialist will play a pivotal role in ensuring the technological ecosystem remains agile, secure, and competitive.

About the Role

Major Responsibilities :

- Device Engineering and Standardization: Develop, document, and continuously refine technical standards for all end user devices. Collaborate with cross-functional teams to ensure these standards reflect both operational needs and industry best practices.

- Device Evaluation and Selection: Review new devices launched on the market, assessing them for compatibility, reliability, and alignment with organizational requirements. Prepare comprehensive evaluation reports and recommendations.
- Testing and Certification: Oversee a rigorous testing process for each device, covering performance, security, interoperability, and user experience. Certify devices that meet established standards for inclusion in the organization's official catalogue.
- Catalogue Management: Maintain the official catalogue of approved devices, ensuring it is up-to-date and easily accessible. Work closely with procurement and IT support teams to facilitate smooth device adoption and deployment.
- Business Case Assessment: Evaluate the business case for each device, balancing technical merit, user needs, and cost considerations. Ensure only those devices with a strong business rationale are added to the catalogue.
- Stakeholder Collaboration: Act as a primary point of contact for device-related queries and initiatives. Liaise with vendors, internal technical teams, and user groups to foster alignment and resolve issues.
- Market Intelligence: Keep abreast of market trends, emerging technologies, and regulatory developments relevant to end user devices. Anticipate future organizational needs and proactively identify devices that may offer strategic advantage.
- Process Optimization: Continuously improve device evaluation, testing, and certification processes to reduce time-to-market and optimize resource utilization.
- Documentation and Reporting: Prepare and maintain detailed documentation for device standards, test results, certification decisions, and catalogue updates. Present findings to senior management as required.
- Risk Management: Identify and mitigate risks associated with device adoption, including potential security vulnerabilities, compatibility issues, and user concerns.

Qualifications & Experience

- Education: Bachelor's or Master's degree in Computer Science, Electronics, Engineering, Information Technology, or related field.
- Experience: Minimum 7 years' experience in a device engineering or standards role, with proven expertise in evaluating, testing, and certifying end user devices.
- Technical Proficiency: Deep understanding of hardware architecture, operating systems (Windows, macOS, Android, iOS), security protocols, and device management platforms.
- Analytical Skills: Strong ability to analyze technical data, assess user requirements, and weigh business implications in device selection.
- Project Management: Demonstrated success managing complex projects, coordinating with multiple stakeholders, and delivering results within tight timelines.
- Communication: Excellent written and verbal communication skills, with the ability to present technical recommendations in a clear and compelling manner.
- Vendor Management: Experience working with device manufacturers, distributors, and service providers to source and support devices.
- Certifications: Industry certifications such as CompTIA A+, Microsoft Certified: Modern Desktop Administrator, or relevant vendor/device certifications are highly desirable.

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Operations

Business Unit
CTS

India

Hyderabad (Office)

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

Alternative Location 1
Prague, Czech Republic

Functional Area
Technology Transformation

Job Type
Full time

Employment Type
Regular

Shift Work
No

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