

# Associate Clinical Study Manager

Job ID REQ-10063488

10月 30, 2025

India

### 摘要

#LI-Hybrid

Location: Hyderabad, India

Step into a role where your expertise drives innovation in clinical research. As an Associate Clinical Study Manager, you'll play a pivotal part in shaping the future of patient care by ensuring our studies are executed with precision, quality, and compassion. At Novartis, your contributions will directly impact lives, and you'll be empowered to grow in a collaborative, purpose-driven environment.

#### About the Role

## Key Responsibilities

Maintain and update Clinical Trial Management Systems (CTMS) and Trial Master File (TMF),

and related platforms to ensure accuracy and compliance.

- Assist in planning, tracking, and reporting clinical study budgets accurately
- Monitor study progress, escalate issues, and coordinate with Study Leads and External Service Providers.
- Support meeting logistics, documentation, and reporting for clinical teams.
- Take ownership of delegated tasks and champion process improvements.

## **Essential Requirements**

- Bachelor's degree or higher in life sciences or equivalent education and experience
- Minimum 3 years of clinical operations or project management experience
- Strong knowledge of Good Clinical Practice and global clinical development processes
- Proven ability to work independently and escalate issues appropriately
- Experience in planning, executing, and reporting clinical studies
- Fluent in English (oral and written)

## Desirable Requirements

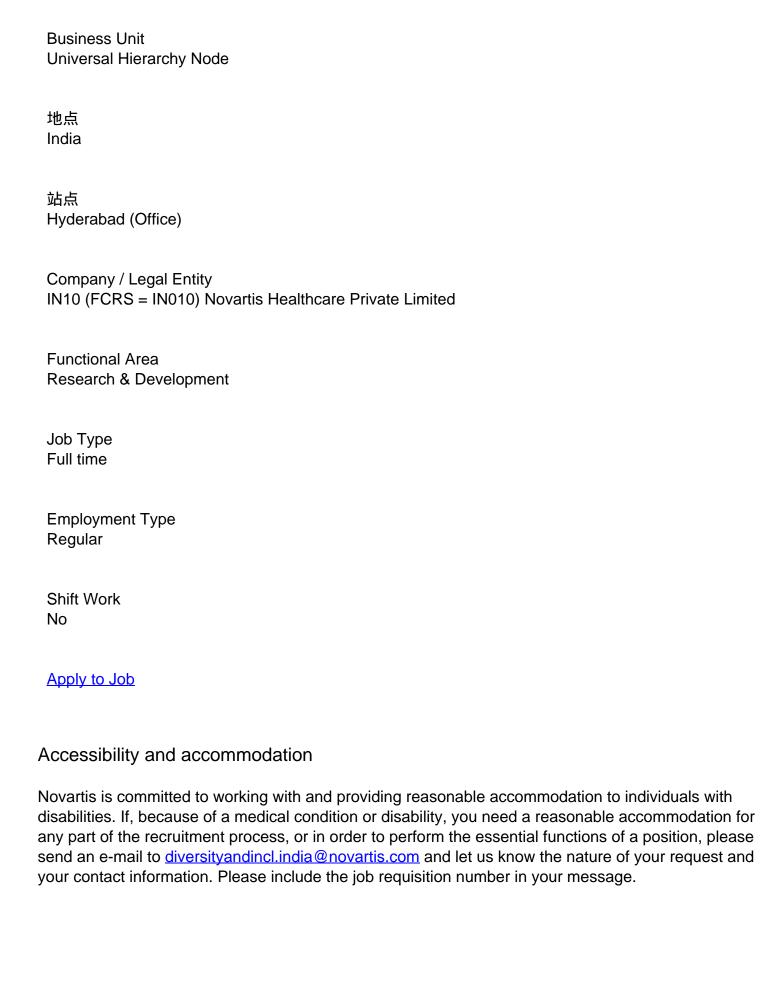
• Experience in financial forecasting, cost reconciliation, and budget tracking

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? <a href="https://www.novartis.com/about/strategy/people-and-culture">https://www.novartis.com/about/strategy/people-and-culture</a>

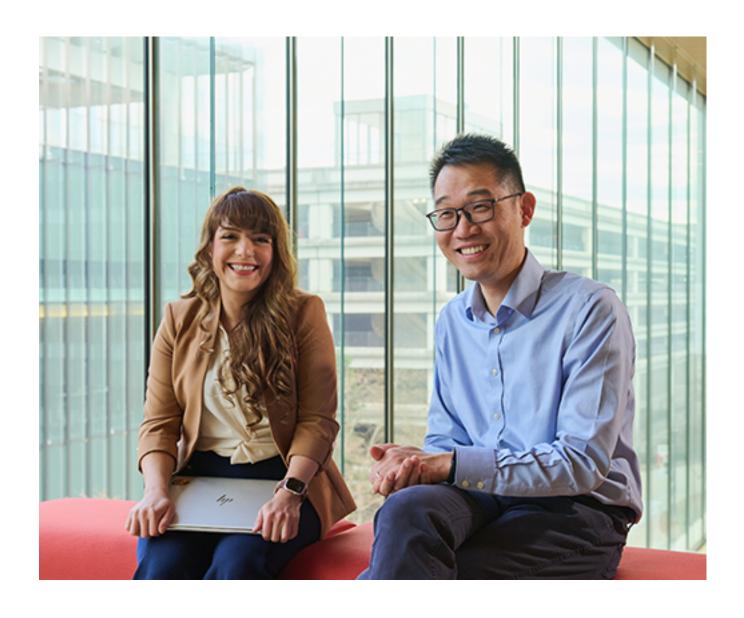
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部门 Development



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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