

Associate Manager, Operations Analytics & Reporting

Job ID
REQ-10063611

10月 03, 2025

India

摘要

The Associate Manager, Compliance & Analytics Reporting role is responsible for assisting the Manager, Compliance & Analytics Reporting, by providing technical support on specific MAP-associated systems. They will assist with implementing enhancements, resolving technical issues, and completing ad hoc requests in support of the US Business.

About the Role

Location - Hyderabad #LI Hybrid

About the Role:

The Associate Manager, Compliance & Analytics Reporting role is responsible for assisting the Manager, Compliance & Analytics Reporting, by providing technical support on specific MAP-associated systems. They will assist with implementing enhancements, resolving technical issues,

and completing ad hoc requests in support of US Business.

Key Responsibilities:

- Assist with technical enhancements and support across multiple, internally-owned Microsoft Products and other systems (including, but not limited to: Power BI, Power Automate, MS Forms, & Excel)
- Support the implementation of new systems or platforms that leverage Microsoft Products, as approved by the US Business, and define processes for managing the system and supported users
- Compile and distribute requested reports or data to select stakeholders on an ad hoc basis
- Serve as primary escalation point for any issues related to supported systems, providing tactical support, next steps, and ensuring quality of deliverables
- Communicate complex data findings to, and solve problems for, non-technical stakeholders
- Support development of training-related materials for owned systems and attend trainings as a Subject Matter Expert, as needed
- Identify opportunities to improve data quality, cleanliness and democratization across owned and related platforms

Essential Requirements:

- Bachelors Degree in Computer Science or related field
- Preferred: Masters or Doctorate in Data Science or Data Analytics
- 4+ years experience working with data and analytics in a highly regulated industry
- Certifications in Microsoft Power Products (Required = Power BI - PL300, Preferred = Power Automate - PL500),
- Established competency in DAX, R, Python, SQL, & SkyLearn coding languages
- Proficiency in structuring, assessing, and transforming data using core functions in Excel
- Knowledge of the US Materials Approval Process and its role in maintaining compliance and auditability
- Strong problem-solving and analytical skills.
- Excellent communication and collaboration skills.
- Pro-active in handling complex situations & problems
- Ability to work under tight deadlines and manage multiple projects simultaneously.

Commitment to Diversity and Inclusion:

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

Accessibility and accommodation:

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.

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>

Join our Novartis Network: Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <https://talentnetwork.novartis.com/network>

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
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

[Apply to Job](#)

Accessibility and accommodation

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.

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



Job ID
REQ-10063611

Associate Manager, Operations Analytics & Reporting

[Apply to Job](#)

Source URL:

<https://www.novartis.com.cn/careers/career-search/job/details/req-10063611-associate-manager-operations-analytics-reporting>

List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://talentnetwork.novartis.com/network>
3. <https://www.novartis.com/careers/benefits-rewards>
4. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Hyderabad-Office/Associate-Manager--Operations-Analytics---ReportingREQ-10063611>
5. <mailto:diversityandincl.india@novartis.com>
6. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Hyderabad-Office/Associate-Manager--Operations-Analytics---ReportingREQ-10063611>