

# **Tender & Trade Analyst**

Job ID REQ-10065421

10月 30, 2025

Chile

# 摘要

-Provide analytics support to Novartis internal customers (CPOs & Regional marketing and sales teams) on various low-medium complexity analytical reports. -Support and facilitate data enabled decision making for Novartis internal customers by providing and communicating qualitative and quantitative analytics. -Support GBS -GCO business in building practice by involving in various initiatives like knowledge sharing, on-boarding and training support, support team lead in all business related tasks / activities, building process documentation and knowledge repositories -To be an integral part of a comprehensive design team responsible for designing promotional marketing materials.

### About the Role

Major accountabilities:

Create and deliver below customer requirements as per agreed SLAs -Deliver services

through structured project management approach with appropriate documentation and communication throughout the delivery of services .

- Quality Assurance; Ensure deliverables for quality and accuracy are of the highest order.
- On-time project delivery within stipulated deadlines -Support in creation and maintenance of standard operating procedures (SOPs) -Support in developing and maintaining knowledge repositories that captures qualitative and quantitative reports.
- Participate in various knowledge sharing sessions that
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt
- Distribution of marketing samples (where applicable)

## Key performance indicators:

 Good customer satisfaction scores - Ability to manage multiple stakeholders / projects -Delivery on time

## Minimum Requirements:

# Work Experience:

- Operations Management and Execution.
- Project Management.
- Working experience within the pharmaceutical industry.

#### Skills:

- Advertising Campaigns.
- Alteryx.
- Analytical Thinking.
- Brand Awareness.
- Business Networking.
- Curiosity.
- · Digital Marketing.
- Email Marketing.
- Marketing Communications.
- · Marketing Plans.
- Marketing Strategy.
- Media Campaigns.
- Process Documentation.
- Strategic Marketing.

## Languages:

• English.

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 International

Business Unit Innovative Medicines

地点 Chile

站点 Santiago

Company / Legal Entity CL01 (FCRS = CL001) Novartis Chile S.A.

Functional Area Marketing

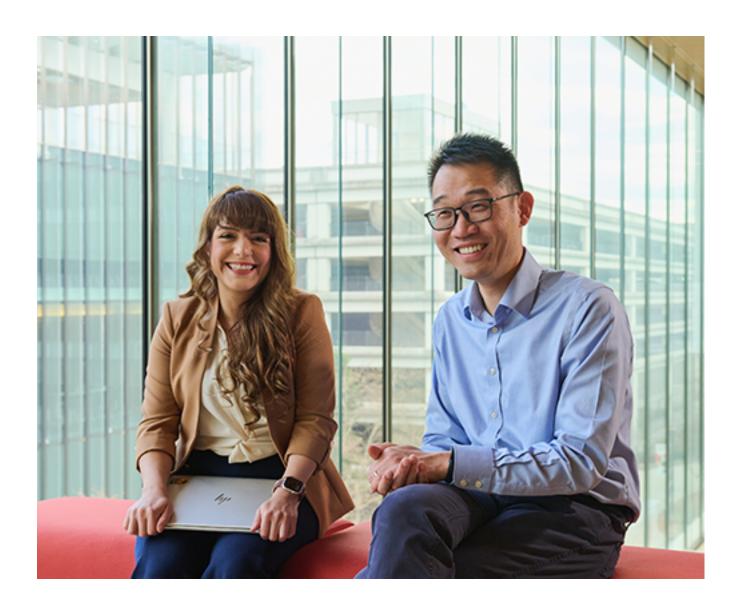
Job Type Full time

Employment Type Regular

Shift Work

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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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