

Intern

Job ID
REQ-10065512

11月 07, 2025

India

摘要

Supportare il responsabile TA/Product Manager/Product Executive nel team
Fornire un maggiore supporto di marketing e segreteria ai membri del team.
Fornire supporto analitico e operativo. Associate è allineato per eseguire analisi qualitative e quantitative sui dati per consentire un processo decisionale informato.

About the Role

Major Accountabilities

- Responsabile della fornitura di supporto di segreteria e amministrativo.
- Supportare i Project Manager nella preparazione di materiale promozionale per il marketing.
- Garantire la piena attuazione della SOP. Pubblicazione di report mensili che mostrano il livello di soddisfazione del cliente. Aggiornare il database dei distributori
- Garantire il completamento accurato e tempestivo di tutti i report.

Key Performance Indicators

Soddisfazione.

-Consegna in tempo

Work Experience

Esperienza lavorativa nell'industria farmaceutica

Skills

Assistenza Amministrativa

Adobe Indesign

Campagne pubblicitarie

Reti d'affari

Abilità comunicative

Curiosità

Fidelizzazione

Marketing Digitale

Marketing via e-mail

Materiale di marketing

Comunicazioni di marketing

Piani di marketing

Mobile Marketing

Comunicati

Reti sociali

SOP (Procedura Operativa Standard)

Fiere

Language

Inglese

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
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
Others

Job Type
Full time

Employment Type
Early Career (tempo determinato)

Shift Work
No

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