

# Business Process Management Governance Manager

Job ID  
REQ-10067865

12月 18, 2025

Czech Republic

## 摘要

The Business process management manager (governance), will support and contribute to the development, implementation, and governance of our business process management framework.

Business process management approaches: The role ensures that the bpm approaches match the business strategy and objectives, and that they help the program deliver value, efficiency, and agility.

Super user governance: manage and support all super activities including maintenance of super user tracker. Integration with legacy super user governance team to ensure proper handover and maintenance in business as usual.

## About the Role

Major accountabilities:

- Bring innovation into business processes through analysis, testing, deployment and sustainment of BPM solution tools. Provide guidance and training when necessary to Process Owners and SMEs on various BPM tools and ways of working. Drives and actively manages the successful adoption and sustainment of BPM techniques and tools.
- Create and maintain the framework for shared taxonomy and consistency to ensure cross functional collaboration.
- Provides oversight to the BPM lead for alignment to the governance model, ensuring opportunities are assessed, selected and prioritized with a strategic lens and agnostic of tool.
- Works with the Governance & Design Authority to ensure compliance with all regulatory and compliance management frameworks
- Analyze information, collect data, research processes, and hold meetings. Prepare updates for leadership team.
- Ensure BPM approaches are understood, enabled and handed over to LDC project and live countries and initiates tool improvements (e.g. Adonis)
- Standardization - FIT-TO-STANDARD
- Simplification - FIT-TO-CORE, Process Adherence to Core, Harmonized Level 4 business processes

#### Minimum Requirements:

- Bachelor degree in business administration or scientific field or equivalent work experience
- At least 3 years' experience in country and global roles in a multi-national organization
- 1+ years experience leading in Business Process Management and Project Management Leadership experience ideally in global projects and 1 to 3 years of experience in the Pharmaceutical Industry
- Possess good communication and presentation skills
- Ability to design, carry out analysis, and model business processes, skill for business process simulation and optimization
- Ability to establish and govern business process towards excellence in performance as well as to make agile decisions and also establish rules towards proper business and project management
- Ability to drive others to decisions and indirectly manage and lead project and process teams
- English as a must and additional language(s) preferred

#### Desirable Requirements:

- Lean Six Sigma Certification and PMP Certification preferred

#### Commitment to Diversity & Inclusion:

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

#### Benefits and rewards:

Read our handbook to learn about all the ways we ' ll help you thrive personally and professionally:

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Our purpose is to reimagine medicine to improve and extend people ' s lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

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部门

Operations

Business Unit

Strategic Planning & BD&L

地点

Czech Republic

站点

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o.

Alternative Location 1  
Hyderabad (Office), India

Functional Area  
BD&L & Strategic Planning

Job Type  
Full time

Employment Type  
Regular

Shift Work  
No

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 all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to [di.cz@novartis.com](mailto:di.cz@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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