

Marketing Assistant

Job ID
REQ-10072726

2月 24, 2026

China

摘要

Unterstützung des TA-Leiters/der Produktmanager/der Produktverantwortlichen im Team
Bieten Sie Teammitgliedern verbesserte Marketing- und Sekretariatsunterstützung.
Analytische und operative Unterstützung leisten. Die Mitarbeiter sind darauf ausgerichtet, qualitative und quantitative Analysen von Daten durchzuführen, um eine fundierte Entscheidungsfindung zu ermöglichen.

About the Role

Major Accountabilities

- Verantwortlich für die Sekretariats- und Verwaltungsunterstützung.
- Unterstützen Sie die Projektmanager bei der Vorbereitung von Werbematerial für das Marketing.
- Stellen Sie die vollständige Umsetzung der SOP sicher. Erstellung monatlicher Berichte, die den Grad der Kundenzufriedenheit zeigen. Aktualisieren der Verteilerdatenbank

-Stellen Sie sicher, dass alle Berichte korrekt und rechtzeitig abgeschlossen werden.

Key Performance Indicators

Kundenzufriedenheit.
P ü nktliche Lieferung

Work Experience

Berufserfahrung in der Pharmaindustrie

Skills

Amtshilfe
Adobe Indesign
Werbekampagnen
Business-Networking
Kommunikationsf ä higkeit
Neugier
Kundenbindung
Digitales Marketing
E-Mail-Marketing
Marketing-Materialien
Marketing-Kommunikation
Marketingpl ä ne
Mobiles Marketing
Presseinformationen
Soziale Medien
SOP (Standardarbeitsanweisung)
Messen

Language

Englisch

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>

Benefits and Rewards: Learn about all the ways we ' ll help you thrive personally and professionally. [Read our handbook \(PDF 30 MB\)](#)

部门
International

Business Unit
Corporate & Division Services

地点
China

站点
Shanghai (Shanghai)

Company / Legal Entity
CN06 (FCRS = CN006) Beijing Novartis Pharma Co., Ltd

Functional Area
Marketing

Job Type
Full time

Employment Type
Regul ä r

Shift Work
No

```
function adjustKalturaPlayer() { var deviceWidth = window.innerWidth ||
document.documentElement.clientWidth || document.body.clientWidth; var mediaElement =
document.getElementById("kalturaplayer699ea73dc8fc1404921542"); var mediaContainer =
mediaElement.closest('.nc-kaltura-media'); var originalWidth = "1200px"; var originalHeight = "674px";
var originalWidthValue = parseFloat(originalWidth); var originalHeightValue =
parseFloat(originalHeight); var mediaType = "video"; var isResponsive = false; // Get computed styles
of the container element. var parentStyles = window.getComputedStyle(mediaContainer); var
finalWidth = parseFloat(parentStyles.width); if (finalWidth < originalWidthValue) {
var config = { targetId:
"kalturaplayer699ea73dc8fc1404921542", provider: { widgetId: "10m7rm1pm", partnerId:
"2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause: false,
allowMutedAutoPlay: false, loop: false }, sources: { options: {} }, startTime: 0 }, plugins: { download: {
disable: true }, "playkit-js-transcript":{ position: "right", // Default: bottom;( ' left ' , ' right', ' top ' , 'bottom ' ) to
```

```
enable transcript. expandMode: "over", // Default: alongside;( ' alongside', ' hidden ', 'over ' )
expandOnFirstPlay: false, showTime: true, downloadDisabled: false, printDisabled: false, disable:
true } }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu: false },
components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets: ['Playback',
'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get:
KalturaPlayer.ui.components.Remove } ] } }; config.plugins.preventSeek = { preventSeekForward:
false, preventSeek: false }; config.plugins.floating = { disable: true }; config.plugins.navigation = {
position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; config.plugins['playkit-
js-hotspots'] = { disable: true }; config.plugins['playkit-js-moderation'] = { disable: true };
config.plugins['playkit-js-info'] = { disable: true }; config.plugins.share = { disable: true };
config.ui.uiComponents = []; config.plugins.googleTagManager = {};
config.plugins.googleTagManager.customEventsTracking = {};
config.plugins.googleTagManager.containerId = 'GTM-57RJQ5';
config.plugins.googleTagManager.customEventsTracking.custom = [];
config.plugins.googleTagManager.customEventsTracking = { preset: { coreEvents: true, UIEvents:
false, playlistEvents: false, castEvents: false } };
```

```
try { var kalturaPlayer = KalturaPlayer.setup(config); // Add the player to the global array. if (typeof
kalturaPlayerVideos !== 'undefined') { kalturaPlayerVideos.push(kalturaPlayer); } else { var
kalturaPlayerVideos = []; kalturaPlayerVideos.push(kalturaPlayer); } // Load the Player for other
media. kalturaPlayer.loadMedia({entryId: "1_dgfvmafo"}); setTimeout(() => {
setupAutoPause(kalturaPlayerVideos); }, 500); function setupAutoPause(players) {
players.forEach((currentPlayer) => { currentPlayer.addEventListener('play', () => {
players.forEach((otherPlayer) => { if (otherPlayer !== currentPlayer && typeof otherPlayer.pause ===
'function') { otherPlayer.pause(); } })); }); }); } catch (e) { console.error(e.message) }
```



VIDEO

Job ID
REQ-10072726

Marketing Assistant

[Apply to Job](#)



Job ID
REQ-10072726

Marketing Assistant

[Apply to Job](#)

Source URL:

[https://www.novartis.com.cn/careers/career-search/job/details/req-10072726-marketing-assistant-de-](https://www.novartis.com.cn/careers/career-search/job/details/req-10072726-marketing-assistant-de)

de

List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://www.novartis.com/sites/novartiscom/files/novartis-life-handbook.pdf>
3. <https://platform.moseeker.com/m/customize/page/novartis?jobnumber=REQ-10072726>
4. <https://platform.moseeker.com/m/customize/page/novartis?jobnumber=REQ-10072726>