

Local Clinical Study Associate - Study Operations (Vaga tamb é m afirmativa PCD)

Job ID
REQ-10073194

3月 27, 2026

Brazil

摘要

#LI-Hybrid

Location: S ã o Paulo, Brazil

Relocation Support: This role is based in S ã o Paulo, Brazil. Novartis is unable to offer relocation support: please only apply if accessible.

In this role, you will support the execution of local clinical studies, working closely with research sites, contract research organizations, and internal teams across regulatory, legal, and quality. You will help coordinate study start up activities, track milestones, and ensure study documentation is accurate, complete, and inspection ready throughout the study lifecycle. The position requires strong organization, attention to detail, and consistent collaboration to ensure studies are conducted in line with regulatory requirements, Good Clinical Practice standards, and Novartis processes.

About the Role

Key Responsibilities

- Coordinate local study execution across regulatory, legal, quality, research sites, and contract research organizations.
- Support study start up activities, including confidentiality agreements, study registration, and required site documentation.
- Collaborate with project teams to track milestones, manage issues, and support recruitment and data quality activities.
- Ensure research sites are prepared for study initiation and maintain documentation throughout the study lifecycle.
- Maintain country and site Trial Master Files to ensure accuracy, completeness, and inspection readiness.
- Monitor clinical data collection and reporting to support quality, compliance, and timely study delivery.
- Contribute to audit and inspection readiness and support clinical study report and publication activities.

Essential Requirements

- Solid understanding of clinical research principles and real world evidence methodology.
- Strong knowledge of International Council for Harmonisation Good Clinical Practice guidelines and local regulatory requirements.
- Experience supporting clinical study start up, maintenance, and close out activities.
- Familiarity with Trial Master File management, clinical trial management systems, and regulatory documentation.
- Strong organizational and planning skills, with high attention to detail and compliance.
- Ability to collaborate effectively with research sites and cross functional teams in a structured environment.

Desirable Requirements

- Experience supporting audit and inspection activities, including preparation of study documentation and evidence.
- Experience supporting clinical study report development and publication readiness processes.

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

Development

地点

Brazil

站点

Santo Amaro

Company / Legal Entity

BR03 (FCRS = BR003) NOVARTIS BIOCIENTIAS S.A

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

```
function adjustKalturaPlayer() { var deviceWidth = window.innerWidth ||
document.documentElement.clientWidth || document.body.clientWidth; var mediaElement =
document.getElementById("kalturaplayer69c7374c8d086956959148"); 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:
```

```
"kalturaplayer69c7374c8d086956959148", provider: { widgetId: "1@m7rm1pm", 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

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

Job ID
REQ-10073194

Local Clinical Study Associate - Study Operations (Vaga tamb é m afirmativa PCD)

[Apply to Job](#)



Job ID
REQ-10073194

Local Clinical Study Associate - Study Operations (Vaga tamb é m afirmativa PCD)

[Apply to Job](#)

Source URL:

<https://www.novartis.com.cn/careers/career-search/job/details/req-10073194-local-clinical-study-associate-study-operations-vaga-tambem-afirmativa-pcd>

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://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Santo-Amaro/Local-Clinical-Study-Associate---Study-Operations--Vaga-tambm-afirmativa-PCD-REQ-10073194-1>
4. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Santo-Amaro/Local-Clinical-Study-Associate---Study-Operations--Vaga-tambm-afirmativa-PCD-REQ-10073194-1>