Long-Term P&O / HR Intern at Novartis Kurtkoy Manufacturing Site

Job ID
REQ-10092435

十一月 09, 2026

T ü rkiye

摘要

Are you passionate about people, eager to learn, and curious about how People & Organization (P&O) / Human Resources (HR) contributes to the employee experience?

We are looking for a Long-Term P&O / HR Intern to join our team and gain hands-on experience in a dynamic and collaborative environment at Novartis Kurtkoy Manufacturing Site.

About the Role

What you will do

- Support day-to-day **P&O** / **HR processes** and employee-related activities
- Contribute to **employee experience, engagement and development initiatives**
- Support recruitment and internship processes
- Take an active role in **P&O** / **HR projects, events and internal communications**

- Support reporting, data analysis and presentations
- Explore opportunities to improve P&O / HR processes through **digital tools and AI**

What we are looking for

- 3rd or 4th year university student in **Business Administration, Industrial Engineering, Psychology, Sociology, Labor Economics** or related fields
- Able to work **at least 3 days per week** during the academic year
- **University-provided Social Security (SGK) coverage throughout the internship period is mandatory**
- Good command of **English**
- Strong communication and organizational skills
- Proactive, curious and eager to learn
- Good command of **Microsoft Office tools**, particularly Excel and PowerPoint
- Interest in **AI and digital tools** and willingness to explore how they can be used in P&O / HR
- Collaborative mindset and willingness to take ownership

What you can expect

A long-term internship where you can gain **hands-on P&O / HR experience**, contribute to meaningful projects, collaborate with different teams and develop your skills in a global organization.

Ready to learn, contribute and grow with us? We ' d love to hear from you!

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
People & Organization

Business Unit
Human Resources

地点
T ü rkiye

站点
İ stanbul Kurtk ö y

Company / Legal Entity
TR01 (FCRS = TR001) Novartis Sa ğ l ı k, G ı da ve Tar ı m Ü r ü nleri San. Ve Tic. A. Ş .

Functional Area
Others

Job Type
Part time

Employment Type
Third Party Associate

Shift Work
No

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