Access Field Manager

Job ID
REQ-10093149

十一月 19, 2026

China

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摘要

按照公司准入策略，监测、分析、反馈政府发起的招标、集采、带量采购等政策，将公司的招采与价格策略落地执行，确保产品在省级平台的准入资格、价格合理性与供应可持续性。

About the Role

具体工作内容：

省级招标经理是公司在指定省份招采准入工作的第一责任人，负责将公司在京津冀的招采与价格策略转化为区域落地动作，在集采常态化、挂网规则精细化的政策环境下，确保产品在省级平台的准入资格、价格合理性与供应可持续性。

- 招采业务：负责指定省份药品集中采购、挂网、议价、备案、增补、申投诉等全流程操作，包括投标文件编制与审核、系统报价、点配送、中标结果确认及后续平台信息维护。对省级集采含省际联盟集采项目，需按照公司流程和招标策略完成产品资质申报、分组竞价及中选/落选后续动作等常规操作。
- 挂网与价格维护：执行公司价格管理策略，在省级采购平台完成新产品挂网、价格联动、存量产品信息变更与资质更新，实时监控平台数据的准确性与完整性。关注挂网药品价格风险并提前研判、提出建议、规范执行。
- 政策跟踪与策略输入：持续跟踪、收集、分析指定省份的药品招采政策、集采规则、医保支付标准及平台操作细则，及时向大区及总部反馈政策变动与市场动态；对重大政策变化，需形成解读意见并推动内部信息对齐。
- 利益相关方沟通与政策环境塑造：协同市场准入团队与省医保局、公共资源交易中心/采购平台等政策制定机构保持日常沟通，在合规前提下参与政策意见征询与规则优化倡导。
- 跨部门协同与一线支持：与销售团队、商务团队、法务、财务及医学部等跨部门紧密协作，确保招采动作与业务节奏匹配；及时做好内部招采政策解读，协助处理医院层面的准入衔接问题，以及配合商务团队保障产品的供应与配送覆盖。
- 合规与风险管控：确保所有招采操作符合公司合规政策及国家法律法规，严格执行招采平台账号与数字证书的保密管理要求，对报价、议价等敏感环节建立可追溯的内部确认机制，防范操作风险与合规风险。

关键能力要求

- 政策解读力：能快速将省级招采文件转化为可执行的内部动作清单；
- 平台操作熟练度：熟悉各省采购平台/医保平台的操作逻辑与时间窗口；
- 良好的内外部沟通、合作及分析洞察能力；主动积极，善于学习和思考；四、跨部门推动力：在销售、商务、合规等多条线之间协调资源、对齐节奏；

相关工作经验要求：

- 熟悉医药行业招标与价格政策
- 京津冀区域招采2年以上工作经验

教育背景

- 本科及以上学历，医学和药学或相关专业优先

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
Beijing (Beijing)

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

Alternative Location 1
Tianjin (Tianjin), China

Functional Area
Market Access

Job Type
Full time

Employment Type
Regular

Shift Work
No

var kPlayer = KalturaPlayer55802022 || KalturaPlayer; var config = { targetId:

"kalturaplayer6b00688012163345896414", provider: { widgetId: "10m7rm1pm", partnerId: "2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause: false, muted: false, loop: false }, sources: { options: {}, startTime: 0 }, disableUserCache: "true", plugins: {}, sources: { options: {}, startTime: 0 }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu: false }, components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [{ presets: ['Playback', 'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get: kPlayer.ui.components.Remove }] } }; // Check and add plugins only if they exist if (kPlayer.plugins["download"]) { config.plugins.download = { disable: true }; } if (kPlayer.plugins["transcript"]) { config.plugins["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 }; } if (kPlayer.plugins["preventSeek"]) { config.plugins.preventSeek = { preventSeekForward: false, preventSeek: false }; } config.plugins.floating = { disable: true }; if (kPlayer.plugins["navigation"]) { config.plugins.navigation = { position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; } if (kPlayer.plugins["hotspots"]) { config.plugins['playkit-js-hotspots'] = { disable: true }; } if (kPlayer.plugins["moderation"]) { config.plugins['playkit-js-moderation'] = { disable: true }; } if (kPlayer.plugins["info"]) { config.plugins['playkit-js-info'] = { disable: true }; } if (kPlayer.plugins["share"]) { config.plugins.share = { disable: true }; } config.ui.uiComponents = []; if (kPlayer.plugins["googleAnalytics"]) { 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 } }; }

// Ensure the global player registry array always exists, regardless of embed type. window.kalturaPlayerVideos = window.kalturaPlayerVideos || []; try { var thumbEmbedPromise = thumbnailEmbed({config, mediaInfo: {entryId: "1dgfvmafo"}}); // thumbnailEmbed() returns a Promise that resolves with the player instance // when the user clicks the thumbnail. Use .then() to capture the player directly. thumbEmbedPromise .then(function(player) { window.kalturaPlayerVideos.push(player); // Notify kaltura datalayer.js that a new player is ready so it can // attach custom event listeners immediately, regardless of when // the user clicked the thumbnail relative to page load. document.dispatchEvent(new CustomEvent('kalturaPlayerReady', { detail: { player: player } })); }) .catch(function(error) { console.error(error); }); } catch (e) { console.error(e.message) }

Accessibility and accommodation

Novartis is committed to working with and providing reasonable accommodation to individuals with

disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to perform the essential functions of a position, please send an e-mail to diversityandincl.china@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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