

Associated Director - Project Manager

Job ID
REQ-10033488

1月 16, 2025

Czech Republic

摘要

Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you.

We are seeking an experienced Senior IT Project Manager to lead and manage key projects delivered in closed partnership with business stakeholders, specifically the global P&O (People & Organization) organization. The ideal candidate will have a strong background in IT project management, excellent leadership skills, and a proven track record of delivering complex projects on time and within budget.

About the Role

Key Responsibilities:

- Lead and manage portfolio of IT projects various complexity (Small to Large) from initiation to

- completion, ensuring alignment with business objectives and stakeholder expectations.
- Collaborate closely with the P&O team to understand project requirements, define project scope, and develop detailed project plans.
 - Coordinate cross-functional teams, including IT, P&O, and other departments, to ensure seamless project execution.
 - Monitor project progress, identify potential risks, and implement mitigation strategies to ensure successful project delivery.
 - Communicate project status, milestones, and outcomes to stakeholders, providing regular updates and addressing any concerns.
 - Manage project budgets, resources, and timelines, ensuring efficient use of company resources.
 - Foster a collaborative and high-performance project team environment, providing guidance and support to team members.
 - Continuously improve project management processes and methodologies to enhance project outcomes.

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.

What you ' ll bring to the role:

- 7+ years of experience in IT project management, with a focus on projects involving business stakeholders. Excellent leadership, communication, and interpersonal skills.
- Proven experience managing large-scale projects with multiple stakeholders and complex requirements.
- Strong understanding of project management methodologies (e.g., Agile, Waterfall) and tools (e.g., MS Project, JIRA).
- Ability to manage multiple projects simultaneously and prioritize tasks effectively. Strong problem-solving skills and attention to detail.
- Familiarity with leading P&O technologies such as Workday, ServiceNow, Cornerstone OnDemand. Experience with P&O analytics tools and platforms like Visier, Qualtrics, SHL.

Desirable requirements:

- Master ' s degree in a related field OR Bachelor ' s degree in Information Technology, Computer Science, Business Administration, or a related field. Familiarity with change management principles and practices.
- Project Management Professional (PMP) or similar certification. Experience working with HR or P&O teams.

You ' ll receive:

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement) ; 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program - choice of benefits from Benefit Plus Cafeteria in the amount of 12,500 CZK per year; Meal vouchers in amount of 109 CZK for each working day (full tax covered by company); Car Allowance; MultiSport Card. Find out more about Novartis Business Services: <https://www.novartis.cz/>

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Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to learn more about Novartis and our career opportunities, join the Novartis Network here: <https://talentnetwork.novartis.com/network>

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 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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>

Join our Novartis Network: Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <https://talentnetwork.novartis.com/network>

Benefits and Rewards: Read our handbook to learn about all the ways we ' ll help you thrive personally and professionally: <https://www.novartis.com/careers/benefits-rewards>

部门
Operations

Business Unit
CTS

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
Technology Transformation

Job Type
Full time

Employment Type
Regular

Shift Work
No

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