

## Data Analyst for People Organization (HR)

Job ID  
REQ-10038497

4月 14, 2025

Japan

### 摘要

P&O領域におけるデジタルトランスフォーメーションを更に促進すべく、既存システムツールの機能拡大、利便性の向上、新規システムの導入をリードする。

データの活用によりマネジメント手法の変革を牽引する。

Lead the enhancement of existing system tools to further drive P&O's digital transformation by extending their functionality, improving their usability and introducing new systems. Drive the transformation of management practices through the use of data.

### About the Role

Major accountabilities:

- Workdayの機能拡大プロセスとユーザーへの展開を主導する
- Workdayの利用率向上に責任を持つ
- 従業員サーベイ、およびその他の人事データを抽出/分析し継続的改善を推進する。

- P&O全体でのAI活用について、品質、有効性、効率性を強化する。
- P&Oのデジタルイニシアチブを推進し、P&Oの全体的な戦略をサポートする
- Lead the process of expanding Workday's functionality and deployment to users
- Accountable for the increased usage of workday
- Extract/analyze employee surveys and other P&O related data to drive continuous improvement
- Enhance quality, effectiveness, and efficiency of AI utilization across P&O.
- Drive P&O digital initiatives and support overall P&O strategy.

#### Requirement:

- 本ポジションは1年毎の契約社員 雇用形態となります
- 外資系企業における人事関連IT経3年以上
- 日本語および英語が流暢である事
- 人事および関連分野における大学卒業以上が望ましい
- チェンジマネジメントプロジェクトの経験があると望ましい
- This position will be a one-year contract employment
- At least 3 years of HR-related IT experience in Multinational Company
- Fluent in Japanese and English
- University degree in HR or related field preferred
- Experience in change management projects is desirable

#### 福利厚生

- ノバルティスの福利厚生と報奨について必要な情報は、ノバルティスライフハンドブックに記載されています。 [novartis-life-handbook.pdf](https://www.novartis-life-handbook.pdf)

#### 多様性と包括性へのコミットメント

- ノバルティスは患者さんや地域社会などに対して、包括的かつ優れた職場環境、および多様なチームを構築するよう取り組んでいます。

#### 合理的配慮

- ノバルティスは障害を持つ個々人に対して、合理的配慮を提供し協働することをお約束します。
- 健康状態や障害に関して、採用プロセスあるいは必須の職務を満たすために合理的配慮が必要な場合は [midcareer-r.japan@novartis.com](mailto:midcareer-r.japan@novartis.com) 宛てに電子メールをお送りください。その際ご依頼内容、ご連絡先、求人票の番号を明記してください。

#### Benefits and Rewards:

- You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook. [novartis-life-handbook.pdf](https://www.novartis-life-handbook.pdf)

## Commitment to Diversity and Inclusion

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

## 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 [midcareer-r.japan@novartis.com](mailto:midcareer-r.japan@novartis.com) 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  
People & Organization

Business Unit  
Universal Hierarchy Node

地点

Japan

站点

Toranomon (NPKK Head Office)

Company / Legal Entity

JP05 (FCRS = JP005) Novartis Pharma K.K.

Functional Area

Human Resources

Job Type

Full time

Employment Type

Temporary (Fixed Term)

Shift Work

No

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