Team Lead Regulatory Translations

Job ID
REQ-10042925

3月 28, 2025

United Kingdom

摘要

Oversees the provision of timely, high-quality regulatory translations essential for product registration, maintenance, and launches worldwide.

About the Role

Key Requirements

Team leadership and strategic guidance

- Provides strategic guidance to a team composed of 5-6 direct reports and vendors, in alignment with regulatory strategies. Previous Vendor Management with CRO ' s is a must.
- Ensures the selection of qualified talent (team members and vendors) to meet regulatory translation demands.

Compliance and implementation

- Ensures compliance excellence in collaboration with Process Transformation & Learning.
- Implements state-of-the-art technologies to accelerate high-quality translations and facilitate submissions as necessary.
- Updates vendors' or service providers' Statements of Work (SoWs) and supervises the team budget as required.
- Has global financial competence over team activities

Decision-making and standard practices

- Strategizes, oversees and supervises Regulatory Translation Solution group working practices, business guidance, scope-of-services, vendors' guidance, maintenance of terminological term bases, and the provision of relevant trainings to COs regarding Regulatory Translation Solution group processes as necessary.
- Serves as the Subject Matter Expert (SME) for working practices and/or Standard Operating Procedures involving regulatory translations.

Stakeholder communication

- Maintains clear and regular communication channels with key stakeholders.
- Represents the Regulatory Translation Solution group in leadership meetings as required and maintains clear and regular communication channels with key stakeholders.

This role will be hybrid, requiring 3 days per week in our London office.

Your Experience

- A university degree in a bioscience (e.g., biology, medicine, pharmacy, or biochemistry) or extensive experience in medical/pharmaceutical translation.
- A master ' s or PhD in molecular biology or biochemistry is especially preferred.
- Fluency in English (both written and spoken). Proficiency in other languages, is desirable but not essential
- Ideally must have around 8 years + experience. Project Management, vendor management with CROs & translations. This will require you to be customer oriented with strong communication skills
- Leadership experience combined with excellent communication skills, team building and performance driven compliance.
- Working knowledge of Regulatory Affairs in the Pharmaceutical industry or with CRO ' s is desirable.
- Forward thinker with the ability to embrace new technologies & be tech savvy, experience with Veeva Volt would be nice to have.
- Strong compliance mindset

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部门
Development

Business Unit
Innovative Medicines

地点
United Kingdom

站点
London (The Westworks)

Company / Legal Entity
GB16 (FCRS = GB016) Novartis Pharmaceuticals UK Ltd.

Functional Area
Research & Development

Job Type
Full time

Employment Type
Regular

Shift Work
No

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