

Associate Director - Global Publications & Foundational Content

Job ID
REQ-10075523
апр 14, 2026
Индия

Сводка

Creation of high-quality highly complex scientific content, such as publications and foundational core content elements, in line with priorities and scientific narrative defined in SCP. Ownership of content from brief to publication or presentation, for first-time right delivery.

About the Role

Key Responsibilities :

- Prepares / supports the preparation of highly complex scientific documents to meet highest quality standards, including pivotal primary manuscripts, scientific communications platform and scientific lexicons, scientific writing for IEPs, meeting materials for satellite symposia, publication planning materials.
- Initiates, implements, and champions process improvement techniques. Manages multiple projects across multiple brands and therapeutic areas.
- Defines and implements customer management strategies and tactics. Ideates and implements tactics to influence internal and external development environment.
- Complies with and support group's project management tool, standards, policies, and initiatives. Follows Novartis specifications for documentation, templates etc.
- Maintains records for all assigned projects including archiving and audit, SOP and training compliance.
- Trains new joiners, fellow colleagues as and when required. Performs additional tasks as assigned.

Essential Requirement:

- Minimum science degree or equivalent, B.Sc./equivalent with 12 years Clinical Research (CR) experience, M.Sc./M.Pharm +10 years of clinical research (CR) experience or Doctoral Degree or Qualification in Medical Sciences (MBBS/MD/equivalent) PhD > 8 year of CR experience, MBBS/equivalent >8 year of CR experience, MD >6 years (Preferred).
- Timely preparation of medical and scientific documents to meet regulatory requirements, for publication of clinical trial results, to increase customer awareness of company products, and to support marketing activities.
- Minimum of 5 years' experience in medical communications. Medical writing experience.
- Good understanding of industry work processes for publications. Proficiency in Microsoft Office (Word, Excel, Powerpoint, Outlook).

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 \(PDF 30 MB\)](#)

Дивизион
Development
Business Unit
Development
Место
Индия
Сайт
Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
Research & Development
Job Type
Full time
Employment Type
Regular
Shift Work
No

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 diversityandincl.india@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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