NOVARTIS

Associate Life Cycle Manager

Job ID
REQ-10075707
апр 17, 2026
Индия

Сводка

#LI-Hybrid
Location: Hyderabad, India
Relocation Support: This role is based in Hyderabad, India. Novartis is unable to offer relocation support: please only apply if accessible.

If you enjoy turning complex plans into real-world results, this is a role where your coordination skills truly make an impact. As an Associate Life Cycle Manager, you will sit at the intersection of project execution and operational excellence, supporting product lifecycle initiatives from early planning through implementation. Working closely with global, regional, and local teams, you will help keep projects on track, ensure timely decision-making, and reduce supply and compliance risks through structured governance, clear communication, and strong follow-up. This role offers broad exposure across operations, regulatory, and supply chain functions - ideal for someone who enjoys bringing clarity, momentum, and reliability to high-impact projects.

About the Role

Key Responsibilities

- Support lifecycle projects by coordinating launches, variations, transfers, and change activities across global and local teams
- Represent the External Supplier Organization (ESO) in cross-functional project teams, ensuring site-level alignment with global and regional plans
- Prepare and maintain project documentation including charters, timelines, status reports, risk logs, and action trackers
- Track milestones, dependencies, and risks in project tools, escalating delays or issues to project leads early
- Coordinate regulatory, planning, and implementation inputs to support submissions and smooth execution of lifecycle changes
- Support master data initiation and follow-up to ensure accurate product and supply data during early project phases
- Enable accurate monthly project reporting through data checks, reconciliation, and governance discipline
- Organize project meetings, capture minutes, track actions, and ensure alignment across operations, supply, and regulatory teams

Essential Requirements

- Bachelor’s degree in science, pharmacy, engineering, or a related field, or equivalent practical experience
- Experience supporting projects within pharmaceutical, biotechnology, or regulated manufacturing environments
- Ability to coordinate cross-functional teams and manage multiple workstreams in a global, matrix organization
- Experience with project documentation, action tracking, timelines, and structured governance reporting
- Confident communication skills in English, with the ability to align various stakeholders and escalate issues effectively

Desirable Requirements

- Knowledge of regulatory compliance in pharmaceutical or similarly regulated environments
- Proven ability to work effectively within global, matrix organizations across technical and non-technical teams

Commitment to Diversity and Inclusion

Novartis is committed to building an outstanding, inclusive work environment and diverse team 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.

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
Operations
Business Unit
Production / Manufacturing
Место
Индия
Сайт
Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
Technical Operations

Job Type
Full time
Employment Type
Regular
Shift Work
No

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