

## Associate Director, TM China Strategy & Planning

Job ID  
REQ-10075921  
май 19, 2026  
Китай

### Сводка

-The Strategy and Planning Lead plays a vital role in overseeing the strategic management and smooth operations of TM China, acting as both a key leader and coordinator for internal activities and strategic projects. Reporting directly to the Head of TM China and located in Shanghai, this position is responsible for developing strategy, guiding internal business operations, and coordinating the execution and tracking of strategic initiatives. Additionally, the role collaborates closely with the Global Head of Operations for Translational Medicine to ensure alignment with global TM strategies and objectives.

### About the Role

#### Major Accountabilities

- Providing strategic input and insight to the line function to implement the vision of TM China
- Driving operational excellence through oversight of internal department operations (including travel), organizing and coordinating the strategy associated with resource and headcount planning in cooperation with TM China and global.
- Serving as the point of contact for TM internal financial aspects to ensure adherence to global and local targets in coordination with local TM Finance BPA and global Strategy and Planning, including but not limited to personnel FTE tracking, travel budget.
- Organizing, facilitating and participating in TM China leadership team (LT) meetings, Site LT meetings, Department meetings, responsible for agenda development, meeting minutes, and action item follow-ups.
- Organizing regular portfolio review meetings, tracking and updating TM China's portfolio status
- Work closely with the Global Head of Strategy and Operations in Translational Medicine to align global TM strategies and goals

#### Essential requirements:

- PhD/MS in life sciences or pharmaceutical sciences,
- Fluent oral and written English and Chinese
- At least 5 years of experiences in clinical project/portfolio management in pharmaceutical/biotech company
- Strategic thinking, experienced in business planning and operational excellence
- Excellent written and verbal communication skills with successful presentation capabilities
- leadership in matrix organization, excellent team work in a multidisciplinary environment
- Project management skills

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Дивизион  
Biomedical Research  
Business Unit  
Research  
Место  
Китай  
Сайт  
Shanghai (Shanghai)  
Company / Legal Entity  
CN14 (FCRS = CN014) China Novartis Institutes for BioMedical Research Co., Ltd.  
Functional Area  
Research & Development  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No

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