NOVARTIS

Trial Vendor Senior Manager - Global Clinical Operations

Job ID
REQ-10080922
июл 01, 2026
Великобритания
Available in: English

Сводка

#LI-Hybrid

Location: Westworks, London, UK
We are unable offer relocation for this position. Please only apply of this location is accessible for you.

This is a hybrid position with an expectation of 12 days a month onsite working from our Westworks, White City, London offices.

When we put our heads together, we can do brilliant work. And when we do brilliant work, we can achieve remarkable things for patients as we positively transform healthcare. Our Trial Vendor Senior Managers have direct impact on the success of our clinical trials and the management of our critical vendors.

About the Role

As a core member of the Clinical Trial Team (CTT), the Trial Vendor Manager (TVM) serves as the CTT vendor sub-team lead, independently managing all vendor-related aspects of global clinical trials to deliver study outcomes in accordance with schedule, budget, quality, compliance, and performance standards. The TVM is accountable for vendor service delivery at the study level and collaborates closely with the Vendor Start-up Manager (VSM) for selected services, including central labs, eCOA/ePRO, IRT, cardiac and respiratory diagnostics, patient recruitment and retention (PR&R), and imaging reading. During study start-up, the TVM leverages technical and study start-up expertise to help ensure timely study initiation.

You will proactively manage vendor-related risks and potential issues and implement global vendor strategy.

Key Responsibilities:

- Act as the single point of contact for vendor service delivery at the study level, partnering with vendors and cross-functional teams within the Clinical Trial Team (CTT)
- Provide end-to-end oversight of vendor deliverables, ensuring alignment with study timelines, scope, and quality expectations for vendors including (but not limited to) eCOA, central labs, IRT, cardiac, PR&R
- Review vendor-related protocol sections during protocol development. Work with the Vendor Start-up Manager to ensure that the protocol is appropriately represented in the vendor specifications
- Oversee vendor financials, including budget tracking, invoice reconciliation, and PO management and close-out
- In collaboration with vendors, study start up leads and vendor start up managers, ensure that all key vendor deliverables and documentation are in place to support submission during study start-up
- Lead UAT activities for vendor systems (e.g., eCOA, IRT), and contribute to vendor system validation
- Drive site activation from a vendor perspective, compile vendor related central documents, and address risks/issues during site activation and throughout the life-cycle of a site
- Manage vendor performance, risks, and issue resolution, driving mitigation plans in collaboration with vendors and study teams

Essential Requirements:

- Bachelor’s degree in Life Sciences or equivalent; advanced degree preferred.
- Minimum of 3 years’ experience in clinical operations and vendor management processes.
- Strong knowledge of GxP and ICH regulations, clinical trial design, and supplier service specifications.
- Proficiency in vendor management, contracting, and site-related collaborations, including UAT for eCOA and IRT systems.
- Results-driven with proven ability to complete projects within timelines.
- Excellent interpersonal, negotiation, problem-solving, and communication skills in a matrixed environment.
- Demonstrated networking abilities, team collaboration, and decision-making capabilities.
- Strong scientific curiosity and good knowledge of working on Clinical Trials with an Oncology focus, would be highly beneficial

Benefits & Rewards

At Novartis, we’re committed to reimagining medicine together - and rewarding the people who make it happen.

Expected Annual Base Salary Range for role: £49,140.00 - 91,260.00

The base salary offered is determined based on gender-neutral objectives, such as relevant skills, competencies and experience in accordance with the Novartis pay setting policy and upon joining Novartis will be reviewed periodically.

In addition to your base salary, you may be eligible for a performance-based bonus depending on certain performance parameters.

The rewards of being part of our team go far beyond base pay and incentives. We also offer a variety of competitive benefits in kind to help you thrive personally and professionally, such as insurance plans, retirement plans, wellbeing resources and global recognition programs. In addition, we provide flexible and hybrid working options, where possible, and minimum 14 weeks paid parental leave.

Pay equity is a fundamental principle of our employment policy and reflects our commitment to create a diverse, equitable and inclusive environment that treats all employees with dignity and respect, as outlined in our Code of Ethics.

Read our brochure to learn more about our global total rewards offering:

https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf

Note: Benefits and compensation may vary by country and are subject to local legal requirements, including provisions of collective bargaining agreements where applicable. A full overview of your compensation package, including any relevant collective bargaining agreement details applicable to your role based on your employment location and Novartis employer entity, will be communicated separately to you during the application process.

Commitment to Diversity and Inclusion / EEO

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

You'll receive: You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook. https://www.novartis.com/careers/benefits-rewards 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.

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)

Primary location salary range
£49,140.00 - £91,260.00
Дивизион
Development
Business Unit
Development
Место
Великобритания
Сайт
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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