

## ERC Poslovni partner (m/ž/d) / ERC Business Partner (m/f/d)

Job ID  
REQ-10083592  
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Словения  
Available in: English

### Сводка

#LI-Hybrid  
Lokacija / Location: Ljubljana

Kot ERC Business Partner (m/ž/d) boste imeli ključno vlogo pri sodelovanju z vodilnimi kadri pri krepitevi področij etike, tveganj in skladnosti poslovanja. Kot zaupanja vreden svetovalec in neodvisen sogovornik boste pomagali ustvarjati okolje, kjer integriteta, inovativnost in odgovorne poslovne prakse omogočajo našim ekipam, da na novo oblikujejo prihodnost medicine ter izboljšujejo življenja bolnikov.

What if your expertise could help shape a culture where ethical decision-making, transparency, and accountability drive every business outcome? As ERC Business Partner (m/f/d), you will play a pivotal role in partnering with senior leaders to strengthen ethics, risk, and compliance. Acting as a trusted advisor and independent challenger, you will help create an environment where integrity, innovation, and responsible business practices enable our teams to reimagine medicine and improve patients' lives.

This role is based in Ljubljana, Slovenia. Novartis is unable to offer relocation support: please only apply if accessible.

### About the Role

#### Vaše ključne odgovornosti:

- Sodelovanje z višjim vodstvom pri krepitevi področij etike, upravljanja tveganj in skladnosti poslovanja.
- Zagotavljanje zaupanja vredno svetovanje ter sprejemanje konstruktivnih odločitev za podporo odgovornim poslovnim rezultatom.
- Vključevanje načel skladnosti, odgovornosti in premišljenega odločanja v vodstvene procese.
- Prepoznavanje, ocenjevanje, spremljanje in podpiranje obvladovanja ključnih tveganj s področja skladnosti poslovanja in poslovnih tveganj.
- Vodenje izvajanja politik skladnosti, ozaveščevalnih pobud in programov etike na lokaciji.
- Upravljanje primerov Speak Up ter spodbujanje kulture integritete, zaupanja in psihološke varnosti.
- Izvajanje ciljno usmerjenih usposabljanj s področja etike in skladnosti za krepitev organizacijskih kompetenc in ozaveščenosti.
- Vodenje medfunkcijskih projektov z uporabo digitalnih tehnologij in rešitev, podprtih z umetno inteligenco, za zagotavljanje učinkovitega izvajanja programa ERC.

#### Vaš doprinos k delovnem mestu:

- Univerzitetna izobrazba s področja prava, ekonomije, skladnosti poslovanja, upravljanja tveganj ali drugega sorodnega področja.
- Ustrezne izkušnje na področjih etike in skladnosti poslovanja, upravljanja tveganj, korporativnega upravljanja, notranje revizije, zagotavljanja skladnosti ali v drugih strogo reguliranih okoljih, vključno s sodelovanjem z višjim vodstvom.
- Dokazana sposobnost vplivanja na odločitve višjega vodstva ter učinkovitega delovanja v kompleksnem poslovnem in regulativnem okolju.
- Dobro poznavanje okvirov etike, skladnosti poslovanja, korporativnega upravljanja, upravljanja tveganj ali notranjega zagotavljanja skladnosti.
- Izkušnje z uporabo digitalnih tehnologij in orodij, podprtih z umetno inteligenco, za podporo odločanju.
- Aktivno znanje angleškega in slovenskega jezika ter odlične komunikacijske sposobnosti in sposobnost učinkovitega sodelovanja z različnimi deležniki.

Z izbranim kandidatom bomo sklenili delovno razmerje **zanedoločen čas** s poskusno dobo **6 mesecev**. Prijavo oddajte z življenjepisom v slovenskem in angleškem jeziku.

#### Nagrajevanje:

V Novartisu smo zavezani k soustvarjanju prihodnosti medicine ter priznavanju in nagrajevanju ljudi, ki to omogočajo.

Pričakovani letni osnovni razpon plače za delovno mesto:

• Slovenija: 56.070 - 104.130 €

Osnovna plača se določa na podlagi vnaprej opredeljenih in transparentnih kriterijev, kot so relevantne veščine, kompetence in izkušnje, ne glede na spol, ter v skladu z Novartisovo politiko določanja plač. Po zaposlitvi v Novartisu se plača periodično pregleda v skladu z internimi akti in postopki.

Plačna enakost je temeljno načelo naše kadrovske politike in odraža našo zavezo k ustvarjanju raznolikega, pravičnega in vključujočega okolja, ki vse zaposlene obravnava dostojanstveno in spoštljivo, kot je opredeljeno v našem Kodeksu etike.

Poleg osnovne letne bruto plače so zaposleni upravičeni tudi do spodaj navedenih ugodnosti:

- **Letni bonus**, ki pripada vsakemu zaposlenemu: 15% letne plače.
- **Regres za dopust**: Leta 2025 je znašal 2.496 € (neto). Za leto 2026 znaša 2.678,28 € (neto).
- **Nagrada za poslovno uspešnost**: Leta 2025 je znašala 2.538,64 € (bruto), skupaj z zimskim regresom.
- **Prostovoljno dodatno pokojninsko zavarovanje**: Novartis v Sloveniji zagotavlja prostovoljno dodatno pokojninsko zavarovanje (5,844 % bruto izplačila, letno omejeno na 3.054,65 €).
- **Zavarovanje**:

**Dodatno nezgodno zavarovanje**: V času zaposlitve pri Novartisu je zaposleni **24/7** zavarovan za primer smrti ali invalidnosti, ki bi bila posledica nezgode.

**Zavarovanje – Specialisti:** Kolektivno zdravstveno zavarovanje, ki omogoča hitrejši dostop do specialističnih zdravstvenih storitev pri Zavarovalnici Triglav d.d. za vas in vaše družinske člane.

- **Care Connect:** Program, ki ponuja zaupno, osebno podporo za vaše duševno zdravje in dobro počutje s pomočjo terapij, svetovanj, orodij in še mnogo več.
- Ostale ugodnosti v skladu z zakonom in kolektivno pogodbo: **Prevoz, prehrana ter ostali dodatki.**

Preberite brošuro in izvedite več o našem sistemu nagrajevanja: [https://www.novartis.com/sites/novartis\\_com/files/novartis-life-handbook.pdf](https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf)

*Opomba: Ugodnosti se lahko razlikujejo glede na državo ter so skladni z lokalno zakonodajo, vključno z določili kolektivnih pogodb. Celovit pregled vašega paketa prejemkov, vključno z morebitnimi relevantnimi določbami kolektivne pogodbe, ki veljajo za vašo delovno mesto glede na lokacijo zaposlitve in delodajalca Novartis, vam bo posredovan v okviru nadaljnjih korakov zaposlitvenega postopka.*

**Predani smo raznolikosti in vključenosti:** Novartis si prizadeva ustvariti izjemno, vključujoče delovno okolje in oblikovanje raznolikih timov, saj ti predstavljajo naše bolnike in skupnosti, ki jih oskrbujemo.

**Zakaj Novartis:** Pomagati bolnikom in njihovim družinam zahteva več kot le inovativno znanost. Potrebna je skupnost zavzetih ljudi, kot ste vi. V Novartis cenimo sodelovanje, podporo in navdihovanje drug drugega za razvoj prebojnih terapij, ki spreminjajo življenja pacientov. Ste pripravljeni ustvariti svetlejšo prihodnost skupaj z nami? <https://www.novartis.com/about/strategy/people-and-culture>

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#### Key Responsibilities:

- Partner with senior leaders to strengthen ethics, risk, and compliance.
- Provide trusted guidance while constructively challenging decisions to support responsible business outcomes.
- Embed compliance governance, accountability, and disciplined decision-making into leadership processes.
- Identify, assess, monitor, and support mitigation of key compliance and business risks.
- Lead implementation of compliance policies, awareness initiatives, and ethics programs across the site.
- Manage Speak Up cases and help foster a culture of integrity, trust, and psychological safety.
- Deliver targeted ethics and compliance training to strengthen organizational capabilities and awareness.
- Drive cross-functional projects leveraging digital and artificial intelligence-enabled solutions to ensure execution of the ERC Program.

#### Essential Requirements:

- University degree in Law, Business, Compliance, Risk Management, or a related field.
- Relevant experience in ethics and compliance, risk management, governance, internal audit, assurance, or other highly regulated environments, with senior leadership exposure.
- Proven ability to influence senior leaders and navigate complex business and compliance environments.
- Strong knowledge of ethics, compliance, governance, risk management, or internal assurance frameworks.
- Experience using digital technologies and artificial intelligence-enabled tools to support decision-making.
- Fluent English and Slovenian language skills, with excellent communication and stakeholder management abilities.

We offer **permanent employment** with **6 months** of probation period. Submit your application with the CV in Slovenian and English language.

#### 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:

- Slovenia: 56.070 - 104.130 €

The 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.

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.

In addition to your base salary, you will be eligible for benefits listed below:

- **Annual bonus for all employees:** 15% of annual base salary.
- **Holiday allowance:** In 2025 it amounted to €2,496 (net). For 2026 it amounts to €2,678.28 (net).
- **Yearly performance-based bonus:** In 2025 it amounted to €2,538.64 (gross), including the winter allowance.
- **Voluntary supplementary pension insurance:** Novartis in Slovenia provides voluntary supplementary pension insurance (5.844% of gross salary, capped annually at €3,054.65).
- **Insurance:**

**Additional accident insurance:** During employment at Novartis, the employee is insured 24/7 in the event of death or disability resulting from an accident.

**Specialist insurance:** Group health insurance providing faster access to specialist healthcare services at Triglav Health Insurance Company d.d. for you and your family members.

- **Care Connect:** A program offering confidential, personalized support for mental health and well-being through therapy, counselling, tools, and more.
- Other benefits in accordance with legislation and collective agreements: **Transportation, meal allowance, and other supplements.**

Read our [brochure](https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf) to learn more about our global total rewards offering: [https://www.novartis.com/sites/novartis\\_com/files/novartis-life-handbook.pdf](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:** 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

€56,070.00 - €104,130.00

Дивизион

Ethics Risk & Compliance

Business Unit

Other

Место

Словения

Сайт

Ljubljana

Company / Legal Entity

SI19 (FCRS = SI019) Novartis farmacevtska proizvodnja d.o.o.

Functional Area

Юристы, Интеллектуальная собственность, Compliance

Job Type

Full time

Employment Type

Regular

Shift Work

No

## 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 [diversity.inclusion\\_slo@novartis.com](mailto:diversity.inclusion_slo@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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