

Global Clinical Operations AI Program Associate Director

Job ID
REQ-10084128
авг 26, 2026
Швейцария

Сводка

#LI-Hybrid

Location: Basel, Switzerland

Relocation Support: This role is based in Basel, Switzerland.

This is a Hybrid working role with an expectation of 12 days per month in office.

About the Role

Help shape how AI creates measurable impact across Clinical Operations.

As the Global Clinical Operations AI Program Associate Director, you will drive the delivery of GCO's AI portfolio, translating innovative ideas into scalable, compliant solutions that improve how teams work. Partnering across Clinical Operations, Development AI, Data, Digital and Information Technology, and business leaders, you will lead program execution, enable adoption, and help accelerate the transformation to an AI-enabled organization. This is an opportunity to combine clinical operations expertise, change leadership, and innovation delivery to bring AI from concept to real-world impact.

About the Role

This position acts as the programmatic backbone of the AI team by supporting the coordination and alignment of GCO AI product roadmaps with Dev AI products and strategy as well as enabling Product Owners, Platform Leads and the Head of AI Transformation to deliver on the GCO AI goals.

Key Responsibilities

- Oversee planning, execution, delivery, and reporting across the Global Clinical Operations AI portfolio.
- Monitor portfolio progress, dependencies, risks, and milestones to support effective decision-making.
- Deliver portfolio reporting and insights using standardized key performance indicators and metrics.
- Partner with Product Owners and Platform Leads to maintain an integrated AI roadmap and solution landscape.
- Coordinate governance activities including intake, prioritization, risk assessment, compliance alignment, and approvals.
- Support adoption of self-service, low-code, and productivity-focused AI solutions across Clinical Operations.
- Lead change management, communications, training, and launch readiness activities for AI initiatives.
- Apply consistent program management practices, including value tracking, quality assurance, and benefits realization.

Essential Requirements

- Bachelor's degree in Computer Science, Engineering, Life Sciences, or a related discipline, or equivalent relevant business experience.
- A postgraduate qualification in a relevant discipline would be beneficial.
- Significant experience in program management, project management, digital delivery, or business transformation within complex global organizations.
- Proven ability to coordinate multiple workstreams and drive delivery across cross-functional initiatives.
- Strong understanding of Clinical Operations or the ability to rapidly develop expertise in the clinical trial environment.
- Experience delivering innovation, transformation, or technology-enabled change that resulted in measurable business outcomes.
- Ability to build trusted partnerships and influence stakeholders across technical, operational, and compliance functions.
- Experience supporting digital or AI initiatives, including solution deployment, adoption, or process automation.
- Experience working within regulated environments and applying compliance requirements to operational delivery.
- Excellent communication, change management, and facilitation skills, with the ability to drive adoption of new ways of working.

Desirable Requirements

- Demonstrated personal use of AI beyond basic productivity applications, including experimentation with emerging tools or solutions.
- Experience supporting technology adoption, change, or process improvement within Clinical Operations or a related healthcare environment.

Why Consider This Opportunity

This role offers the opportunity to help shape how AI is adopted across Global Clinical Operations, working at the intersection of innovation, transformation, and delivery. You will partner with leaders across the organization to turn AI opportunities into practical solutions that enhance productivity, support compliant operations, and accelerate the journey toward an AI-enabled Clinical Operations organization.

Accessibility and accommodation

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to diversity.inclusion_ch@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Rewards

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

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 a minimum of 14 weeks paid parental leave.

Expected Annual Base Salary Range for role: 129,500.00 - 240,500.00 CHF Annual

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.

In addition to your base salary, you may be eligible for a performance-based bonus depending on certain performance parameters. Further details will be provided during the application process.

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](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

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.

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: Read our handbook to learn about all the ways we'll help you thrive personally and professionally <https://www.novartis.com/careers/benefits-rewards>

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Primary location salary range
CHF129,500.00 - CHF240,500.00

Дивизион

Development

Business Unit

Development

Место

Швейцария

Сайт

Basel (City)

Company / Legal Entity

C028 (FCRS = CH028) Novartis Pharma AG

Functional Area

Data and Digital

Job Type

Full time

Employment Type

Regular

Shift Work

No

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