

Director, Data Management Office

Job ID
REQ-10086146
сен 04, 2026
США

Сводка

#LI-Hybrid

This position will be located at East Hanover, NJ site and will not have the ability to be located remotely. This position will require 15% travel as defined by the business (domestic and/ or international).

Data is one of the most powerful drivers of innovation, and this is your opportunity to help shape how it delivers value across Novartis. As Director, Data Management Office, you will play a critical role in transforming strategic data priorities into measurable business outcomes. In this highly visible leadership role, you will drive portfolio governance, demand prioritization, resource planning, and delivery excellence across the Data Governance & Data Management Office. Working with senior leaders and cross-functional teams, you will bring transparency, structure, and strategic focus to complex initiatives that accelerate innovation and strengthen how data creates value across the organization.

About the Role

Key Responsibilities

- Lead demand intake, prioritization, and governance processes across the Data Governance and Data Management Office.
- Develop a consolidated portfolio view of initiatives, data products, and business priorities.
- Partner with leaders to align capacity, resources, timelines, and delivery commitments.
- Drive prioritization decisions based on business value, risk, strategy, and organizational capacity.
- Establish executive dashboards and reporting that enable informed, timely decision-making.
- Monitor portfolio performance, delivery health, resource utilization, and key milestones.
- Identify and escalate risks, dependencies, blockers, and critical decisions requiring leadership support.
- Lead governance forums, portfolio reviews, and cross-functional planning discussions.
- Standardize tools, templates, reporting routines, and program management best practices.
- Drive continuous improvement to enhance transparency, delivery predictability, and operational excellence.

Essential Requirements

- Bachelor's degree in Business Administration, Information Systems, Data Management, Engineering, Finance, or a related field.
- 10+ years of experience in program management, portfolio management, demand management, PMO leadership, data transformation, technology delivery, or enterprise operations. In Pharm OR Life Sciences experience would be preferred.
- Proven success managing complex cross-functional initiatives with multiple stakeholders, dependencies, and delivery teams.
- Strong expertise in demand management, prioritization, capacity planning, portfolio reporting, and governance.
- Experience creating executive dashboards, performance metrics, milestone tracking, and portfolio health reporting.
- Ability to analyze delivery performance, resource capacity, risks, and execution trends to drive decisions.
- Exceptional stakeholder management, communication, facilitation, and influencing skills across senior leadership teams.
- Experience working within data governance, data management, analytics, technology, or enterprise transformation environments.

Desirable Requirements

- Professional certification in Program Management, Agile, Scrum, Lean, or Portfolio Management preferred.
- Experience supporting enterprise data governance, analytics, compliance, or large-scale transformation initiatives preferred.

The salary for this position is expected to range between \$185,500 - \$344,500 per year. The final salary offered is determined based on factors like, but not limited to, relevant skills and experience, and upon joining Novartis will be reviewed periodically. Novartis may change the published salary range based on company and market factors.

Your compensation will include a performance-based cash incentive and, depending on the level of the role, eligibility to be considered for annual equity awards. US-based eligible employees will receive a comprehensive benefits package that includes health, life and disability benefits, a 401(k) with company contribution and match, and a variety of other benefits. In addition, employees are eligible for a generous time off package including vacation, personal days, holidays and other leaves.

To learn more about the culture, rewards and benefits we offer our people [click here](#).

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 \(PDF 30 MB\)](#)

EEO Statement:

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Accessibility & Reasonable Accommodations

The Novartis Group of Companies are 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 application process, or to perform the essential functions of a position, please send an e-mail to us.reasonableaccommodations@novartis.com or call +1(877)395-2339 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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US
Business Unit
General Management
Место
США
Состояние
New Jersey
Сайт
East Hanover
Company / Legal Entity
U014 (FCRS = US014) Novartis Pharmaceuticals Corporation

Alternative Location 1
Distant Employee - Distant Working Arrangement (DWA) (USA), Distant Working Arrangement, US, США
Functional Area
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Full time
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No

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