NOVARTIS

Senior Manager Payroll Services

Job ID
REQ-10091091
Ноя. 11, 2026
Индия

Сводка

#LI-Hybrid

Location: Hyderabad, India

Relocation Support: This role is based in Hyderabad, India. Novartis is unable to offer relocation support: please only apply if accessible.

In this role you will lead and manage People Services & Solutions Services across a complex or multi-country environment or a specific service area/process, providing strategic oversight of Payroll Administration and Process Management within the Payroll Services Competence Center.

About the Role

Key Responsibilities

- Lead and inspire the Payroll team across **India, Australia, New Zealand, and the Philippines**, ensuring accurate and timely payroll delivery.
- Drive the **P&O Services strategy** across the region, with a strong focus on continuous improvement and innovation.
- Partner with **Finance, Tax, Rewards, People Partners, Legal, IT, and the business** to ensure compliant and secure payroll operations.
- Lead the **development and implementation of payroll processes for new countries and entities**, supporting business growth.
- Manage and resolve **escalated operational risks and payroll delivery issues**
- Identify and implement **process and service improvements**, including change management and stakeholder communication.
- Ensure ongoing **regulatory and compliance requirements**, while monitoring costs, efficiency, and productivity.
- Lead **people, talent, and performance development** and drive key **People Services & Solutions (PS&S) projects** across the cluster.

Essential Requirements

- **Strong India payroll expertise**, with a very good understanding of the Indian payroll, statutory and compliance landscape.
- Proven **people leadership experience**, including managing, developing and engaging payroll teams.
- Strong experience managing and influencing **senior and challenging stakeholders**, including P&O/HR, Finance, Tax and senior business leadership.
- Experience leading payroll operations in a **large, complex environment**, ideally supporting significant employee populations.
- Strong focus on **payroll performance and KPIs**, including payroll experience, accuracy, service delivery and client/stakeholder satisfaction.
- Demonstrated **process excellence and continuous improvement** mindset, with the ability to identify and implement improvement opportunities.

Desirable Requirements

- Experience with **Australia, New Zealand and/or Philippines payroll**, including an understanding of local payroll and compliance requirements.
- Experience working within a **global or multinational organization**, collaborating effectively across countries, cultures and international teams.

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.

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 diversityandincl.india@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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)

Дивизион
People & Organization
Business Unit
Human Resources
Место
Индия
Сайт

Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
Управление персоналом
Job Type
Full time
Employment Type
Regular
Shift Work
No

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