

# Associate Director Pipeline Management

Job ID

395170BR

Jul 10, 2024

Japan

## Summary

-Responsible for overseeing the product portfolio and project management process in a sub-part of the overall organization (major region, region, country, group, division, subsidiary, or other sub-part)

## About the Role

### Major accountabilities:

- Provides Project Portfolio reports enabling decision making and prioritization of project portfolio.
- Owns the cross-functional project plans in the respective Project Management tools -Creates portfolio reports to ensure proper project management and oversight by major stakeholders to support decision making and prioritisation (e.g. adequate resource forecasts, historical read-out of portfolio trends.
- etc.) -Oversees and reviews resource forecasting for project portfolio, ensures that information is accurate and up-to-date, creates governance processes for monitoring forecast accuracy -Responsibility for the development and implementation of the project plans in the respective Development Project Management tools together with line function team -Ensures further enhancement and development of tool according to need of Project management and other stakeholder.
- Distribution of marketing samples (where applicable)

### Key performance indicators:

- Optimizing resources and productivity.
- Ensure timely and informed project decisions -Customer / partner/ project feedback and satisfaction - Adherence to Novartis policy and guidelines

### Minimum Requirements:

#### Work Experience:

- Collaborating across boundaries.
- Operations Management and Execution.
- Project Management.
- Functional Breadth.
- Critical Negotiations.

#### Skills:

- Account Management.
- Building Construction.
- Business Administration.

- Business Relationship Management (Brm).
- Capital Market.
- Corporate Development.
- Cross Functional Collaboration.
- Drug Development.
- Financial Modeling.
- Innovative Forward Thinking.
- Investment Portfolio.
- IT Portfolio Management.
- Mergers & Acquisitions (M&A).
- Operations.
- Pipeline (Software).
- Pmp (Project Management Professional).
- Portfolio Analysis.
- Prioritization.
- Project Management.
- Senior Management.
- Virtual Private Server.

**Languages :**

- English.

**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>

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Division

Development

Business Unit

Innovative Medicines

Location

Japan

Site

Head Office (Japan) (Pharmaceuticals)

Company / Legal Entity

JP05 (FCRS = JP005) Novartis Pharma K.K.

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular  
Shift Work  
No  
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Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

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