

# Business Data Migration Expert – Procurement

Job ID  
REQ-10022472  
Sep 18, 2024  
India

## Summary

Business Data Migration expert for Procurement (Direct and Indirect) on LDC ERP program ensures data is delivered according to global/deployment/country requirements and timelines and responsible for data migration activities in a deployment (above-country) for Data objects in his/her scope. The data includes but is not limited to Vendor master, PO, PR, SL, PIR in both Direct and Indirect Procurement. Acts as the functional SPoC for data migration on the assigned objects for a given release.

## About the Role

### Job Purpose

**Business Data Migration expert for Procurement/Material management on LDC ERP program ensures data is delivered according to global/deployment/country requirements and timelines and responsible for data migration activities in a deployment (above-country) for Data objects in his/her scope. The data includes but is not limited to Material master, Vendor master, PO, PR, SL, PIR in both Direct and Indirect Procurement. Acts as the functional SPoC for data migration on the assigned objects for a given release.**

### Major Accountabilities

- Perform or ensure data cleansing tasks are completed on time
- Complete data collection for manual/construction objects on time
- Work together with IT counterparts to prepare value mappings
- Create and maintain master lists if applicable for assigned objects
- Provide business insights and information to technical teams for extraction and conversion from the legacy system(s) for assigned data objects
- Work together with IT team and country Business Data Owners to identify objects in scope for country
- Ensure data readiness & verify quality throughout data journey for assigned data objects
- Verify that data is fit for purpose (incl. alignment with internal/external stakeholders)
- Approve upload files before and after load for all assigned data objects (including formal approval)
- Perform manual (type-in) data loads into target clients where applicable for assigned objects
- Perform dual maintenance
- Execution and approval of data verification scripts
- Act as SPoC for assigned objects as part of defect management process during Hypercare

## **Key Performance Indicators / Measures Of Success**

- Data Cleansing completion for relevant data objects on project(s) within the region based on given data migration schedule
- Data Loads completion for relevant data objects on project(s) within the region based on given data migration schedule
- All major issues related to data quality for relevant data objects resolved based on given project(s) schedule

## **IDEAL BACKGROUND**

### **Education & Qualifications**

- Bachelor or Master degree preferred

### **Languages**

- Fluent English (additional languages preferred)

### **Experiences**

- 5+ years in country & global roles (ERP project implementation experience preferred)

### **Competencies**

- Good communication and negotiation skills, good stakeholder management
- Strategic and hands on way of working (running meetings, tracking progress, managing issues)
- Strong Excel Skills

### **Technical/Functional Skills & Knowledge**

- Strong knowledge about the Direct and Indirect Procurement business processes in the area of Material management, Material master, Vendor master, Supplier Contracts, PO lifecycle.
- Data Migration experience preferred

**Why Novartis: Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>**

**You'll receive: You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook. <https://www.novartis.com/careers/benefits-rewards>**

**Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Network here: <https://talentnetwork.novartis.com/network>**

**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>

**Join our Novartis Network:** Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <https://talentnetwork.novartis.com/network>

**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>

Division

Operations

Business Unit

CTS

Location

India

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Alternative Location 1

Selangor, Malaysia

Functional Area

BD&L & Strategic Planning

Job Type

Full time

Employment Type

Regular

Shift Work

No

[Apply to Job](#)

## 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](mailto: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.

Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

iframe{ width: 100%; margin-top: 3rem; } @media screen and (max-width: 767px){ iframe{ height: 30vh !important; } } @media screen and (min-width: 768px){ iframe{ height: 34vh !important; } }

Job ID

REQ-10022472

## Business Data Migration Expert – Procurement

[Apply to Job](#)

---

**Source URL:** <https://prod1.adacap.com/careers/career-search/job/details/req-10022472-business-data-migration-expert-procurement>

### List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://talentnetwork.novartis.com/network>
3. <https://www.novartis.com/careers/benefits-rewards>
4. [https://novartis.wd3.myworkdayjobs.com/en-US/Novartis\\_Careers/job/Hyderabad-Office/Business-Data-Migration-Expert---Procurement\\_REQ-10022472](https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Hyderabad-Office/Business-Data-Migration-Expert---Procurement_REQ-10022472)
5. <mailto:diversityandincl.india@novartis.com>
6. [https://novartis.wd3.myworkdayjobs.com/en-US/Novartis\\_Careers/job/Hyderabad-Office/Business-Data-Migration-Expert---Procurement\\_REQ-10022472](https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Hyderabad-Office/Business-Data-Migration-Expert---Procurement_REQ-10022472)