

# Field Project Associate

Job ID  
REQ-10025922  
Nov 04, 2024  
Belgium

## Summary

Field Project Managers are responsible for defining the scope of projects, creating detailed work plans, and determining the resources required to complete projects. They also oversee the quality and consistency of materials, manage parts inventory accuracy, and ensure compliance with safety standards and regulations

## About the Role

### Key Responsibilities:

#### Project Identification

- Identify and execute strategic projects to accelerate performance and impact customer engagement and experience excellence in close exchange with the field teams and the business functions
- Communicating on selected commercial projects to provide updates on project milestones and deliverables

#### Implementation & Business Support

- Works closely on prioritizing and then implementing scalable project objectives that will support customer engagement and business performance acceleration
- Co-creates with key stakeholders to build partnerships & collaborations
- Project Management with focus on solution activation including x-functional alignment with all support functions

#### Governance

- Acts and supports to shape a framework that enables an agile work environment
- Establishes success criteria, manages finances and identifies key metrics for successful implementation of each project
- Takes initiative to drive standardization of governance as well as fosters targeted project management and simplification, ensuring high

#### Essential Requirements

- Language: English, French or Dutch.**
- During working in field, employee will travel in North and South part of Belgium therefore ideal location of candidate will be Central Belgium.**
- Strong project management skills, with ability to be solutions oriented and a self-starter**
- Demonstrated strong attention to detail
- Ability to manage multiple competing priorities to deliver on time and in budget
- Works in a structured and process driven way

- Demonstrates curiosity to explore agile ways of working
- Strong communication skills and proven ability to work across teams to complete activities
- Demonstrates a customer-focused mindset
- Lives our Novartis culture, values

### **You'll receive:**

You'll have countless opportunities to develop, whether it's up, across or outside your comfort zone. We offer you a challenging, international, interdisciplinary and enjoyable work environment. Investment in people is a priority for Novartis including your well-being. We offer a range of possibilities for personal development and career opportunities within a network of bright and curious minds. We offer you a competitive salary and benefit package. Novartis also supports a flexible work-life integration (working remotely, flexi-time schedules, ...). Your office will be based in Vilvoorde.

### **Why Novartis?**

Improving the lives of people living with disease takes more than innovative science. It takes a focus on the needs of people and a community committed to meeting them. It takes a team of people like you. Working together. Learning together. Thriving together. As part of our around 1800 employees in Belgium and Luxembourg, you can be part of an amazing team changing people's lives. Together, we are reimagining medicine. Join us in extending and improving people's lives.

Learn more here and discover some of the stories of who might become one of your future colleagues:  
<https://www.novartis.com/be-nl/jobs> & <https://www.novartis.com/be-fr/emploi>

### **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.

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/ne>

**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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**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

International

Business Unit

Innovative Medicines

Location

Belgium

Site  
Vilvoorde  
Company / Legal Entity  
BE03 (FCRS = BE003) Novartis Pharma nv-sa  
Functional Area  
Marketing  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No  
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