

# Associate Director, Business Information Security Expert (Infrastructure Group)

Job ID  
REQ-10034041  
Jan 29, 2025  
Czech Republic

## Summary

The Information Security & Compliance team is looking for an a highly skilled and experienced Business Information Security Expert to join our team. The successful candidate will be responsible for ensuring Information Security Compliance across our organization. This role requires a deep understanding of information security principles, risk management, and regulatory requirements, including GDPR and GxP.

## About the Role

### Your responsibilities include, but not limited to:

- Develop, implement, and maintain information security policies, procedures, and guidelines to ensure compliance with industry standards and regulatory requirements.
- Conduct regular security assessments, audits, and risk analyses to identify vulnerabilities and ensure the effectiveness of security controls.
- Collaborate with various departments to ensure that information security requirements are integrated into business processes and projects.
- Provide expert guidance on information security best practices and emerging threats to senior management and other stakeholders.
- Lead incident response efforts and coordinate with internal and external teams to address security breaches and mitigate risks.
- Develop and deliver information security training and awareness programs to employees at all levels.
- Conduct regular Risk Committee Meetings and drive accountability & remediations.
- Conduct Annual Risk Identification Workshops to identify Risks, assign ownerships and gain agreements on Remediation Plans and target dates.
- Stay up-to-date with the latest developments in information security, GDPR, and GxP regulatory requirements to ensure the organization remains compliant and secure.

### Role Requirements:

- Bachelor's or Master's degree in Computer Science, Information Technology, or a related field.
- 12 - 16 years of experience in information security, with a focus on compliance, risk management, GDPR, and GxP.
- Infrastructure expertise
- Minimum of one certification among CISSP, CISA, CCSP.
- Strong knowledge of information security frameworks, standards, and regulations (e.g., ISO 27001, NIST, GDPR, HIPAA).

- Excellent analytical, problem-solving, and decision-making skills.
- Strong communication and interpersonal skills, with the ability to effectively convey complex security concepts to non-technical stakeholders.
- Proven ability to work independently and as part of a team in a fast-paced, dynamic environment.

#### **Preferred Skills:**

- Experience with security tools and technologies such as SIEM, DLP, IDS/IPS, and vulnerability management.
- Knowledge of cloud security principles and best practices.
- Experience in conducting security assessments and audits.
- Familiarity with data privacy regulations and requirements.

#### **You'll receive (Czech Republic only):**

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement) ; 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program – choice of benefits from Benefit Plus Cafeteria in the amount of 12,500 CZK per year; Meal vouchers in amount of 90 CZK for each working day (full tax covered by company); car allowance; MultiSport Card. Find out more about Novartis Business Services:

<https://www.novartis.cz/>

#### **Why consider Novartis?**

We believe the answers are found when curious, courageous and collaborative people like you are brought together in an inspiring environment. Where you're given opportunities to explore the power of digital and data. Where you're empowered to risk failure by taking smart risks, and where you're surrounded by people who share your determination to tackle the world's toughest medical challenges.

#### **Imagine what you could do at Novartis!**

##### **Commitment to Diversity & Inclusion:**

Novartis embraces diversity, equal opportunity and inclusion. We are committed to building diverse teams, representative of the patients and communities we serve, and we strive to create an inclusive workplace that cultivates bold innovation through collaboration, and empowers our people to unleash their full potential.

**Join our Novartis Network:** If this role is not suitable to your experience or career goals but you wish to stay connected to learn 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>

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<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

Czech Republic

Site

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o

Functional Area

Technology Transformation

Job Type

Full time

Employment Type

Regular

Shift Work

No

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