

Senior People Partner - Operations

Job ID
REQ-10037753
Jan 27, 2025
India

Summary

-To lead, or be a specialist in People Partner teams delivering a consistent end-to-end P&O experience, focusing on the moments that matter for leaders, To establish a thorough business understanding in order to deliver consistent BU focused leadership interventions, global initiatives, culture change and other BU relevant activities. Delivers end-to-end P&O experience, focusing on the moments that matter for leaders, managers and associates. In addition, Sr PP also drives day-to-day P&O topics in close partnership with the x-divisional PPs

To act as a trusted advisor offering in-country policy expertise and knowledge to support and educate leaders, managers and associates on all P&O topics (in country enabling the delivery of lifecycle events, the employee value proposition, talent acquisition, talent management, learning, performance management, employee relations, rewards, pay and reporting)

About the Role

Major accountabilities:

- **Transformation**
- Lead the delivery of in-country transformations, consult and negotiate with local works council / unions, provide advice and guidance for managers through the local process, oversee associate notice / handover meetings and overall restructuring lifecycle
- Oversee the execution of local implementation of large-scale organizational and day-to-day organizational structure changes, in line with country regulations / policies.
- **DEI&C**
- Advise on and handle diversity, equity and inclusion at all levels, e.g., gender representation, LGBTI, pay equity
- Communicate full spectrum of inclusion & Psychological Safety.
- Activate business ownership and accountability of diversity, equity and inclusion initiatives; and align with global or local initiatives / implementation
- Champions culture and supports implementation of corporate initiatives (e.g., Hybrid working, Employee Value Proposition etc.).
- **Project Management**
- Actively participates in complex projects and supports implementation of corporate initiatives (e.g. Evolve, Go Big on Learning, Workday etc.)
- Manage complex business unit related projects with broad scope on cross divisional or even global scope
- Involved in designing or leading and delivering P&O initiatives that support the overall P&O Strategy against agreed timelines, scope and objectives (time, cost, quality)
- **Capability building (Business and PP)**

- Drives quality, effectiveness, efficiency and continuous improvement for P&O People Partnering and related processes
- Curating and driving workshops for people managers on capability building with respect to people management
- In depth P&O expertise on some higher-level P&O processes in culture, talent management, team effectiveness, change management
- Identifying opportunities for simplification and continuous improvement. Leading such interventions at country level
- Lead career and development conversations; understand team aspirations, skills and the capabilities required for success
- Identify required critical capabilities for the future and establish plans to meet capability gaps at the organization and individual level
- Profound knowledge and understanding of various P&O functions including COEs
- **Moments that Matter**
- Accountable for credible P&O People Partnering to leaders, managers and associates, offering advice and guidance on the moments that matter
- First point of escalation for all leaders and managers on their day-to-day P&O topics, providing expert advice, guidance and support.
- Acts as the escalation point for exceptions to P&O standards (regulations and P&O processes), deviations or appeals
- Embraces customer feedback to understand the customer journey with moments that matter and drives continuous improvement
- Implement enhancements and modification as necessary to meet both the business and customer needs
- Ensures business proximity by establishing strong relationships with BU and BU-P&O community to understand needs and challenges and translate to PP interventions (higher seniority of leaders, high complexity of organization, global impact)
- Senior level of consultation to key stakeholders and senior leadership teams, focused on leadership interventions, global initiatives, culture change etc.
- Managing employee life cycle (e.g. Restructuring cases, PIPs, Development conversation, Speak Up, Legal cases, Employee Life Cycle Management)
- **Optimizing P&O data**
- Drive buy-in and utilization of data and analytics to identify risk and trends, and to apply these business insights to inform decisions and actions.
- Curating solutions for business problems w.r.t talent based on available data
- **Country ER & Regulatory**
- Ensure compliance with local equity / Equal Employment Opportunity (EEO) regulations
- Maintaining the highest level of professionalism, ethics, and integrity when handling sensitive and confidential P&O matters
- Driving ER and SpeakUp matters with utmost sensitivity and adopting a neutral approach
- Leads alignment and harmonization of local regulations with P&O Board; monitors compliance, risk management and review P&O controls (as part of the NFCM framework) working with People Partner team

Coaching & Mentoring (Business and P&O)

- Coaches and guides people managers on role evaluations in line with local governance w.r.t transformation
- Coaching and mentoring country people partners on navigating complex business problems and P&O processes
- Contributes to the Moments that Matter by coaching and counselling P&O PPs across division on local and global policies and processes.

- Clarify People Partner team priorities linked to purpose and strategy, helping collaborate with other teams, manage across the matrix, remove obstacles and overcome silos
- Collaborates with other P&O People Partner Heads in other countries, regions and clusters to maintain a consistent standard globally
- Coaching leaders and managers to drive team effectiveness activities based on OurVoice and Team Perspective reports
- Coaching, advising and challenging leaders, managers and associates on all P&O topics including promoting self-sufficiency in people processes
- Driving quality, effectiveness, efficiency and continuous improvement for P&O People Partnering and related processes

Minimum Requirements:

- Experience: 7 to 12 years of work experience in a HR environment, preferably in the pharmaceutical industry
- MBA in HR or equivalent is a must.
- Strong stakeholder management, customer influence and influencing skills, capable to build relationships and work independently.
- Fluent in English

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>

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

People & Organization

Business Unit

CTS

Location

India

Site

Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
Human Resources
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 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.

Job ID
REQ-10037753

Senior People Partner - Operations

[Apply to Job](#)

Source URL: <https://prod1.adacap.com/careers/career-search/job/details/req-10037753-senior-people-partner-operations>

List of links present in page

1. <mailto:diversityandincl.india@novartis.com>
2. <https://www.novartis.com/about/strategy/people-and-culture>
3. <https://talentnetwork.novartis.com/network>
4. <https://www.novartis.com/careers/benefits-rewards>
5. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Hyderabad-Office/Senior-People-Partner---Operations_REQ-10037753-1
6. <mailto:diversityandincl.india@novartis.com>
7. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Hyderabad-Office/Senior-People-Partner---Operations_REQ-10037753-1

