

# Business & Systems Process Excellence Ld

Job ID  
REQ-10020479  
Sep 13, 2024  
Suiza

## Resumen

Location: Basel, Switzerland

The Business & Systems Process Excellence Lead is responsible for aligning and optimizing fit for purpose business processes, clarifying roles & responsibilities, and documenting key data inputs and outputs for each process step. This role serves as a crucial link between functional business process owner expertise and efficient & effective portfolio system design - Generate value by managing and optimizing business processes and standards across the organization, ensuring continuous improvement and alignment with strategic goals.

## About the Role

Your responsibilities include, but not limited to:

- Design and optimize fit for purpose business processes: Establish efficient, effective, and accurate business processes including the use of portfolio systems. This includes analyzing current processes, identifying areas for improvement, and implementing changes to optimize workflow, improve data health, and enhance productivity.
- Establish & develop a business process governance framework that promotes compliance. This includes acting as the point person to advise on standards, policies, and procedures to ensure consistency and alignment with strategic goals. The lead will also be responsible for monitoring compliance and driving continuous improvement in process governance. Advising senior parties on complex issues related to business process governance.
- Drive, monitor, and continuously improve business processes related to portfolio system use - identifying bottlenecks, inefficiencies, and areas of improvement, then implementing corrective actions to enhance process performance and efficiency.
- Applies deep technical expertise and experience to recommend and influence solutions to complex issues related to process effectiveness & improvement. Interpret complex information and come with viable solutions.
- Collaborate with stakeholders including senior leaders, business process owners, subject matter experts, and IT teams, to gather requirements, understand business needs, and ensure seamless integration of portfolio systems. The lead will also work closely with these stakeholders to implement process changes and drive adoption.
- Drive continuous enhancement and alignment with strategic goals: evaluate and enhance business processes to ensure alignment with strategic goals. This includes monitoring industry trends, identifying opportunities for innovation, and implementing changes to drive business process optimization and support organizational growth.

What you'll bring to the role:

- Advanced degree in relevant field, computer science, Engineering or life science.
- Demonstrated vast experience leading significant business process, organizational change, operating model and/or process improvement consulting projects.
- Proficiency in English required, both written & oral. Additional language is an advantage.
- Proven, specialized knowledge in business process design and management – preferably in a complex organizational setting and will be considered an internal expert for this discipline.
- Excellent communication and relationship skills, including the ability to negotiate between stakeholders at all levels and across the organization to influence, build consensus and drive solutions.
- Ability to break down complex problems and projects into manageable goals.
- Excellent project management skills, including the ability to manage multiple projects simultaneously and meet deadlines.
- Result-driven achiever with demonstrated leadership with the ability to inspire others, build strong relationships with team members and key stakeholders.
- Continuous improvement mindset with a focus on driving innovation and efficiency within business processes.
- Exceptional ability to challenge the status-quo and provide support to drive increased process simplification, efficiency, and possible automation. Self-motivated with a high degree of ownership and accountability for results.

**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?

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División

Strategy & Growth

Business Unit

Innovative Medicines

Ubicación

Suiza

Sitio

Basel (City)

Company / Legal Entity

C028 (FCRS = CH028) Novartis Pharma AG

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

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