

# Associate Clinical Sciences Trial Leader

Job ID  
REQ-10029464  
Nov 12, 2024  
China

## Resumen

-Contributes, with appropriate oversight, to all aspects of global clinical trial(s) to deliver study outcomes within schedule, budget, quality/compliance and performance standards. May lead specific aspects of global clinical trial(s). Core member of the Clinical Trial Team.

## About the Role

### Major accountabilities:

- Contributes to all operational trial deliverables, according to timelines, budget, operational procedures, quality /compliance and performance standards.
- Development of specific sections of the protocol and related documents; -Development of study tools, guidelines and training materials; -Implementing issue resolution plans; -Acting as point of contact for all site-related issues and procedural questions; -Assist with program level activities (e.g., tracking of program-related publications, development of clinical sections of regulatory documents etc.) -Ensuring proper handling of all study close out activities including but not limited to site close out, final drug accountability and audit readiness of Trial Master File documentation.
- Responsible for implementation of best practices and standards including sharing lessons learned.
- Frequent internal company and external contacts.
- May represent organization on specific projects -Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt -Distribution of marketing samples (where applicable)

### Essential Requirements:

- Cross Cultural Experience.
- Project Management.
- Operations Management and Execution.
- Clinical Monitoring, Clinical Research, Clinical Study Reports, Clinical Trial Management Systems, Clinical Trials.
- Data Management, Detail Oriented, Health Sciences.
- Lifesciences, Negotiation Skills.
- Project Management, Project Planning.

**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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**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.china@novartis.com](mailto:diversityandincl.china@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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División

Biomedical Research

Business Unit

Pharma Research

Ubicación

China

Sitio

Shanghai (Shanghai)

Company / Legal Entity

CN14 (FCRS = CN014) China Novartis Institutes for BioMedical Research Co., Ltd.

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

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

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