NOVARTIS

LDC IT Planning Manager

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REQ-10016358
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Résumé

You will manage the design, deployment and delivery of projects of medium complexity, providing IT solutions that meet business requirements. You will Direct project teams and maintain control of progress, quality, and budget to meet the desired business objectives. Setup and run all project related meetings and maintain the record of actions, decisions, issues, risks and act the primary point of contact for all project related escalations.

About the Role

Major accountabilities:

- Manage and maintain Program roadmap and release plans (key activities, deliverables, and milestones).
- Understand the interdependencies in integrated program plan spanning across releases and identify bottlenecks and impacts triggered by plan changes.
- Facilitate plan changes, their impacts and manage their endorsement at various program executive levels.
- Work closely with Release and workstream leads with relation to planning topics.
- Work closely with KPI team to report progress against the plan.
- Ensure sufficient awareness of the plan including ownership of SW tools related to planning.
- Be an active member of Program PMO team, look for improvements and simplifications.

Key performance indicators:

- Keep up to date plans with key activities, dependencies and milestones.
- Stakeholder satisfaction
- Maintaining awareness of the plans across various teams within the program

Minimum Requirements:
Work Experience:

- Project/program management experience, leadership of E2E IT project delivery
- Exposure to analytical roles (IT or BU)
- Experience with ERP systems or from Pharma industry is a plus

Skills:

- Change Management.
- Decision Making Skills.
- Project/Program Management.
- Project Risk Management.

- Project Team Management.
- Stakeholder Engagement.
- Advanced interpersonal skills
- Ability to work under pressure, meeting the deadlines.
- Analytical thinking
- Ability to learn fast in complex and evolving environment.
- Advanced user of MS Project, MS Office, Jira is a plus

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