

# Manager - Data Steward

Job ID  
REQ-10030566  
nov 26, 2024  
Inde

## Résumé

- Novartis Technical Operations (NTO) Global Operations Center (GOC) Data Governance team is setup to develop and maintain the right metadata, master data, data quality parameters, data lineage, KPI reports and workflows to ensure that data is governed, consistent, reliable and easily accessible for decision-making while ensuring data is maintained across NTO as per Pharmaceutical regulatory and compliance requirement.
- The Data Steward Manager has responsibility for day-to-day management of data. They are the Subject Matter Experts who understand and communicate the meaning and use of information. They are responsible to work with other Data Stewards across the organization as the governing body for most data decisions and issue resolutions. They will represent the Data Owner in most discussions. Data Stewards utilize the Data Owners and the Governance Steering Committee when the Stewards Council cannot resolve a data issue.

## About the Role

### Major Accountabilities:

- **E2E Responsibilities**
- Create & communicate standards, benchmarks and processes for the daily execution of data stewardship tasks, use of common methods & tools
- Collaborate closely with the Data Champions, DQ Experts and Data Solution designers to ensure alignment between central DQ activities and the stewardship community
- Liaise with the Functional Data Owners, Data Champions, Data Stewards & IT organization to calibrate, discuss and resolve Data Governance and Quality issues
- Own, create and maintain the metadata, data quality parameters, data lineage, KPI reports and workflows to ensure that data is governed, consistent, reliable and easily accessible
- Continuously monitor progress (with particular focus on DQ KPIs) and track benefit realization of use cases and delivery of intended results
- Ensure continuous and effective communication with relevant team members, stakeholders and colleagues in relation to stewardship activities
- **Adherences**
- Adherence to the Novartis Values & Behaviors
- Ensure exemplary communication with all stakeholders including internal associates through regular updates with focus on accomplishments, KPIs, best practices, change management, key events etc.
- Implement continuous process improvement projects to improve data quality & productivity.
- **Support**
- Implementation of Data Governance framework and processes
- Be the change catalyst and champion of data governance
- Provide guidance and set standards of functional excellence in methodologies, processes and SOPs to

enable enhancement of Global & Local data operations

## Relevant Experience

- Overall 9+ years of experience working as a data steward for key business functions such as supply chain, Quality, or Manufacturing in Pharma or Life Sciences industry.
- Proven experience in building data dictionaries, business glossary, data catalogs and providing insights around data quality KPIs.
- Proven experience in owning quality of data assets (approvals/exception handling), Identification of Business Rules, data KPIs on a day-to-day basis within the framework of established data governance.
- **Education & Qualification**
- Bachelor / Master's degree from reputed University in Pharma, Computers or IT or equivalent

**Why Novartis?** Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

**You'll receive:** You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook. <https://www.novartis.com/careers/benefits-rewards>

**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.

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

**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

Operations

Business Unit

Innovative Medicines

Emplacement

Inde

Site

Hyderabad (Office)

Company / Legal Entity  
IN10 (FCRS = IN010) Novartis Healthcare Private Limited  
Functional Area  
Opérations techniques  
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](mailto: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-10030566

## Manager - Data Steward

[Apply to Job](#)

---

**Source URL:** <https://prod1.adacap.com/careers/career-search/job/details/req-10030566-manager-data-steward>

## List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://www.novartis.com/careers/benefits-rewards>
3. <https://talentnetwork.novartis.com/network>
4. <https://www.novartis.com/about/strategy/people-and-culture>
5. <https://talentnetwork.novartis.com/network>
6. <https://www.novartis.com/careers/benefits-rewards>
7. [https://novartis.wd3.myworkdayjobs.com/en-US/Novartis\\_Careers/job/Hyderabad-Office/Manager---Data-Steward\\_REQ-10030566](https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Hyderabad-Office/Manager---Data-Steward_REQ-10030566)
8. <mailto:diversityandincl.india@novartis.com>

9. [https://novartis.wd3.myworkdayjobs.com/en-US/Novartis\\_Careers/job/Hyderabad-Office/Manager---Data-Steward\\_REQ-10030566](https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Hyderabad-Office/Manager---Data-Steward_REQ-10030566)