

T&L Operational Expert

Job ID
REQ-10022359
Oct 04, 2024
India

About the Role

Key Responsibilities:

- Compliantly manage the in-scope training matrix
- Define system set-up and co-ordinate appropriate learning management system maintenance for all in-scope training requirements (courses, curricula, assignments etc) with the LMS administrators.
- Manage all in-scope reporting requirements.
- Communicate appropriately on availability of learning content, to support the curiosity and growth of NTO associates
- Manage local learning events for the NTO Operations Hubs; support local learning events on in-scope sites

Essential Requirements:

- Minimum Bachelors degree preferably in Life Sciences or related field.
- Minimum 3 years of experience into Training & Learning in Quality or related field.
- Demonstrated experience of working with learning management systems preferably CSOD.
- Knowledge of GxP requirements (esp. training and documentation).
- Ability to work with a cross-functional, cross-cultural team within a matrix organization

Desirable requirements:

- Good knowledge of Excel & other reporting tools

Commitment to Diversity & Inclusion: We are committed to building an outstanding, inclusive work environment and diverse teams representative of the patients and communities we serve

Role Requirements

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

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](#)

Job ID

REQ-10022359

T&L Operational Expert

[Apply to Job](#)

Source URL: <https://jobapi.novartis.com/req-10022359-tl-operational-expert>

List of links present in page

1. <https://jobapi.novartis.com/req-10022359-tl-operational-expert>
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/T-L-Operational-Expert_REQ-10022359
6. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Hyderabad-Office/T-L-Operational-Expert_REQ-10022359