

Strategy & Operations Intern SSO EMEA

Job ID
REQ-10030647
Nov 21, 2024
Switzerland

About the Role

Major accountabilities:

- **Project Assistance:** As an intern, you will play a vital role in supporting ongoing projects within the Site & Study Operations Hub EMEA. Your responsibilities may include conducting research, organizing project materials, and assisting in the implementation of project plans.
- **Data Analytics:** You will have the opportunity to work with our team to analyze data and extract insights that contribute to the success of our operations. This will involve utilizing various tools and techniques to interpret data and provide valuable recommendations.
- **Support Ongoing Initiatives:** You will have the chance to contribute to the success of various initiatives by providing support to the team. This may involve coordinating meetings, preparing documentation, and assisting in the coordination of different activities.

Minimum Requirements:

- Interest in the pharmaceutical Industry and specifically clinical research
- Ability to work independently and as part of a team, with excellent communication and collaboration skills.
- Strong analytical and problem-solving skills with the ability to interpret and analyze data effectively.
- Self-motivated and eager to learn, with a proactive mindset and the ability to take initiative.

Work Experience:

- NA.

Skills:

- Microsoft Office Suite and experience with data analysis tools is a plus.

Languages :

- English.

Accessibility and accommodation:

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to diversity.inclusion_ch@novartis.com, and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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

Development

Business Unit

Innovative Medicines

Location

Switzerland

Site

Basel (City)

Company / Legal Entity

C028 (FCRS = CH028) Novartis Pharma AG

Functional Area

Others

Job Type

Full time

Employment Type

Early Career (Befristet)

Shift Work

No

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