

Senior Medical Information Manager I

Job ID
REQ-10067673
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Индия

Сводка

Integral member of the Medical Information team who leverages therapeutic and product knowledge of Novartis products to optimize internal and external customer communications. This position offers an opportunity to work on cross-functional teams to support Novartis products.

About the Role

Senior Medical Information Manager I

Location – Hyderabad #LI Hybrid

Major Responsibilities:

- Create and deliver timely responses to unsolicited medical information inquiries from HCPs in a multi-media environment and record interaction information according to Novartis and regulatory guidelines.
- Create and review Medical Response Documents (MRDs) for product portfolio.
- Collaborate with cross-functional teams including global MI colleagues and Medical Strategy Teams (MSTs) to define strategies and execute tactics.
- Develop and provide therapeutic area and product training to internal customers and partners (e.g., Medical Information, Compliance, Customer Interaction Center [CIC]).
- Support in development and implementation processes for internal departments as they relate to daily MI activities.
- Participate in projects to optimize Medical Information services.
- Monitor, collect, and analyse metrics for MI activities. Develop reports, identify actionable insights, and present findings within MI and to its partners.
- Assist in internal audit and external inspection preparedness ensuring compliance with all legal, regulatory, and Novartis guidelines. Identify and champion best practices in MI.

Minimum Requirements:

- PhD, PharmD, MD, or equivalent. Proficient in spoken and written English.
- Three or more years of experience in medical writing, medical information/drug information, and/or relevant clinical experience.
- Ability to acquire knowledge of various disease states and products.
- Strong ability to negotiate, resolve conflicts, prioritize, organize, and lead through influence in a complex, matrix environment.
- Proven literature analysis and evaluation skills. Proficient in Microsoft Word, PowerPoint, and Excel.
- Technologically savvy, Ability to manage multiple projects within defined timelines.
- Willingness to work and be available during US business hours (up to 9:00 p.m. IST or 11:30 a.m. EST), schedule coordination in advance to ensure US Holiday coverage, and on call for critical matters, based on business needs. Employees are typically expected to be in their current role for at least 24 months before applying for a different role, per local guidelines. This allows them to gain sufficient experience and demonstrate their capabilities in their current position. Any transfer or application for a different role typically requires approval from the employee's current manager and the leadership team.

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>

Benefits and Rewards: Learn about all the ways we'll help you thrive personally and professionally. [Read our handbook \(PDF 30 MB\)](#)

Дивизион
US
Business Unit
Marketing
Место
Индия
Сайт

Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
Research & Development
Job Type
Full time
Employment Type
Regular
Shift Work
No

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 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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