

Congress & Events Associate

Job ID
REQ-10073709
апр 14, 2026
Колумбия

Сводка

~Technische specialisten of analisten binnen een gespecialiseerde subfunctie, die ondersteuning bieden aan lokale, regionale of wereldwijde subfuncties, d.w.z. Marketing Services.

~Rollen die teams van beheerders/niet-professionals begeleiden.

Beheer alle aspecten van het congres en evenement: planning, administratie, innovatie en creativiteit, onderhandelen met leveranciers, people management en coördinatie.

About the Role

Major Accountabilities

~ Ondersteuning Event Manager om alle interne goedkeuringsproces te voltooien en de ondersteunende documentatie inclusief luidsprekeraanvraag, PR/PO en betaling, enz.

Key Performance Indicators

- ~ Logistieke uitvoering kwaliteit en resultaat
- ~ Naleving, financiën en NP4-therapietrouw
- ~ Klanttevredenheid

Work Experience

- ~Werkervaring binnen de farmaceutische industrie
- ~Projectmanagement
- ~Operationeel management en uitvoering

Skills

- ~Corporate Communicatie
- ~Flexibiliteit
- ~Marketing
- ~Marketingcommunicatie
- ~Relaties met de media
- ~Persberichten
- ~Sociale media
- ~Strategische communicatie
- ~Beurzen

Language

Engels

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
International
Business Unit
Marketing
Место
Колумбия
Сайт
Bogota (Pharmaceuticals / GDD / NTO / CTS)
Company / Legal Entity
CO01 (FCRS = CO001) Novartis de Colombia S.A
Functional Area
Маркетинг
Job Type
Full time
Employment Type

Regelmatig
Shift Work
No

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2. https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf
3. https://novartis.wd3.myworkdayjobs.com/nl-NL/Novartis_Careers/job/Bogota-Pharmaceuticals--GDD--NTO--CTS/Congress---Events-Associate_REQ-10073709
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