

Congress & Events Associate

Job ID
REQ-10073709
apr 14, 2026
Колумбия

Сводка

~ Tehnični strokovnjaki ali analitiki znotraj specializirane sub-funkcije, zagotavljanje podpore lokalnim, regionalnim ali globalno sub-funkcije, tj Marketing Services.
~ Vloge nadzor ekip administratorjev/nestrokovnjakom.
Upravljajte vse vidike kongresa in dogodka: načrtovanje, administracija, inovativnost in ustvarjalnost, pogajanja z dobavitelji, upravljanje in usklajevanje ljudi.

About the Role

Major Accountabilities

~ Podpora Event Manager končati vse notranje odobritve postopka in zagotoviti podporno dokumentacijo, vključno z uporabo zvočnikov, PR/PO in plačilo, itd.

Key Performance Indicators

~ Kakovost izvedbe logistike in rezultat
~ Skladnost, finance in NP4 spoštovanje
~ Zadovoljstvo strank

Work Experience

~ Delovne izkušnje v farmacevtski industriji
~ Vodenje projektov
~ Vodenje operacij in izvrševanje

Skills

~ Korporativno komuniciranje
~ Prilagodljivost
~ Trženje
~ Tržno komuniciranje
~ Odnosi z mediji
~ Sporočila za javnost
~ Družbeni mediji
~ Strateško komuniciranje
~ Sejmi

Language

Angleščina

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

Redni sodelavec

Shift Work

No

Job ID
REQ-10073709

Congress & Events Associate

[Apply to Job](#)
Job ID
REQ-10073709

Congress & Events Associate

[Apply to Job](#)

Source URL: <https://www.novartis.ru/careers/career-search/job/details/req-10073709-congress-events-associate-sl-si>

List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf
3. https://novartis.wd3.myworkdayjobs.com/sl-SI/Novartis_Careers/job/Bogota-Pharmaceuticals--GDD--NTO--CTS/Congress---Events-Associate_REQ-10073709
4. https://novartis.wd3.myworkdayjobs.com/sl-SI/Novartis_Careers/job/Bogota-Pharmaceuticals--GDD--NTO--CTS/Congress---Events-Associate_REQ-10073709