NOVARTIS

Associate Director Risk, Policy & Controls

Job ID
REQ-10088858
Ноя. 03, 2026
Индия

Сводка

Location: Hyderabad

#LI-Hybrid

This role is based in Hyderabad, India. Novartis is unable to offer relocation support: please only apply if accessible.

We’re a team of dedicated and smart people united by a drive to achieve together. You will play an important role in leveraging synergies between risks, processes, policies, and controls to enhance enterprise governance and play an important role in driving assurance efforts across the organization. You will support global functions and business units with an integrated approach to risk, policy, and controls processes, helping to embed governance and assurance into day-to-day operations and decision-making. Your contributions will strengthen alignment across teams and drive continuous improvement in how risks are managed and mitigated.

About the Role

- ·Act as subject matter expert on the end-to-end Enterprise Risk, Policy & Controls (ERPC) process and framework.
- Serve as ERPC Lead and SPOC, collaborating with global functions and units to ensure comprehensive risk coverage through relevant enterprise policy (EP) documents and up-to-date internal controls
- Coordinate and support annual risk assessments, internal control design and monitoring of the annual cycle, and mitigation follow-up across an assigned set of functions and units as part of the Risk & Control Framework (RCF), ensuring full integration and alignment
- Manage the end-to-end lifecycle of Enterprise Policy documents in collaboration with global functions and units, ensuring consistent quality standards and alignment with processes defined in internal process maps (developed with BPE support)
- Support the annual enterprise risk management (ERM) cycle for key countries and critical global functions, including risk workshops and follow-up mitigation actions
- Provide input for governance forums, such as the Process and Policy Board (PPB)
- Strengthen data governance and data analytics for informed decision making by leveraging tools to support and automate, in close collaboration with ERC’s Innovation, Technology, and Data Science team.
- Support the ongoing enhancement and refinement of the Enterprise Risk, Policy & Controls framework to ensure it remains robust, user-friendly, and adaptable to the evolving needs of functions and units across the organization
- Participate in ad-hoc projects as needed

Essential Criteria

- Bachelor’s degree (or equivalent) required
- Proven experience in risk and internal controls management, with a solid understanding of how to integrate risk considerations into business processes.
- Familiarity with document creation and management processes, particularly within the Enterprise Policy Management (EPM) framework.
- Strong communication and collaboration skills, with the ability to engage stakeholders across functions and levels, adapting to different environments and challenges. Analytical mindset, capable of breaking down complex issues to support sound decision-making.
- Influential leadership, driving initiatives and results within a matrixed, multidisciplinary organization.
- Resilient and adaptable, able to navigate complexity and overcome obstacles effectively.

Desirable Criteria

- Familiarity with Novartis’ Risk & Controls Framework (RCF) is a strong plus
- ·Experience with Enablon and ESOPS Documentum (D2) tools is highly desirable
- This role will not have direct reports but will require indirect influencing.

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.

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
Ethics Risk & Compliance
Business Unit
Audit & Compliance
Место
Индия
Сайт
Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
Юристы, Интеллектуальная собственность, Compliance
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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