NOVARTIS

Access Field Manager

Job ID
REQ-10093149
Ноя. 19, 2026
Китай
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Сводка

按照公司准入策略，监测、分析、反馈政府发起的招标、集采、带量采购等政策，将公司的招采与价格策略落地执行，确保产品在省级平台的准入资格、价格合理性与供应可持续性。

About the Role

具体工作内容：

省级招标经理是公司在指定省份招采准入工作的第一责任人，负责将公司在京津冀的招采与价格策略转化为区域落地动作，在集采常态化、挂网规则精细化的政策环境下，确保产品在省级平台的准入资格、价格合理性与供应可持续性。

- 招采业务：负责指定省份药品集中采购、挂网、议价、备案、增补、申投诉等全流程操作，包括投标文件编制与审核、系统报价、点配送、中标结果确认及后续平台信息维护。对省级集采（含省际联盟集采）项目，需按照公司流程和招标策略完成产品资质申报、分组竞价及中选/落选后续动作等常规操作。
- 挂网与价格维护：执行公司价格管理策略，在省级采购平台完成新产品挂网、价格联动、存量产品信息变更与资质更新，实时监控平台数据的准确性与完整性。关注挂网药品价格风险并提前研判、提出建议、规范执行。
- 政策跟踪与策略输入：持续跟踪、收集、分析指定省份的药品招采政策、集采规则、医保支付标准及平台操作细则，及时向大区及总部反馈政策变动与市场动态；对重大政策变化，需形成解读意见并推动内部信息对齐。
- 利益相关方沟通与政策环境塑造：协同市场准入团队与省医保局、公共资源交易中心/采购平台等政策制定机构保持日常沟通，在合规前提下参与政策意见征询与规则优化倡导。
- 跨部门协同与一线支持：与销售团队、商务团队、法务、财务及医学部等跨部门紧密协作，确保招采动作与业务节奏匹配；及时做好内部招采政策解读，协助处理医院层面的准入衔接问题，以及配合商务团队保障产品的供应与配送覆盖。
- 合规与风险管控：确保所有招采操作符合公司合规政策及国家法律法规，严格执行招采平台账号与数字证书的保密管理要求，对报价、议价等敏感环节建立可追溯的内部确认机制，防范操作风险与合规风险。

关键能力要求

- 政策解读力：能快速将省级招采文件转化为可执行的内部动作清单；
- 平台操作熟练度：熟悉各省采购平台/医保平台的操作逻辑与时间窗口；
- 良好的内外部沟通、合作及分析洞察能力；主动积极，善于学习和思考；四、跨部门推动力：在销售、商务、合规等多条线之间协调资源、对齐节奏；

相关工作经验要求：

- 熟悉医药行业招标与价格政策
- 京津冀区域招采2年以上工作经验

教育背景

- 本科及以上学历，医学和药学或相关专业优先

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
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Business Unit
Corporate & Division Services
Место
Китай
Сайт
Beijing (Beijing)
Company / Legal Entity
CN06 (FCRS = CN006) Beijing Novartis Pharma Co., Ltd
Alternative Location 1
Tianjin (Tianjin), Китай
Functional Area
Market Access

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.china@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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REQ-10093149

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List of links present in page

1. https://www.novartis.ru/careers/career-search/job/details/req-10093149-access-field-manager-de-de
2. https://www.novartis.ru/careers/career-search/job/details/req-10093149-access-field-manager-es-es
3. https://www.novartis.ru/careers/career-search/job/details/req-10093149-access-field-manager-fr-fr
4. https://www.novartis.ru/careers/career-search/job/details/req-10093149-access-field-manager-it-it
5. https://www.novartis.ru/careers/career-search/job/details/req-10093149-access-field-manager-ja-jp
6. https://www.novartis.ru/careers/career-search/job/details/req-10093149-access-field-manager-nl-nl
7. https://www.novartis.ru/careers/career-search/job/details/req-10093149-access-field-manager-ru-ru
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