

# LDC IT Planning Manager

Job ID  
REQ-10016358  
Sep 03, 2024  
Czech Republic

## About the Role

Major accountabilities:

- Manage and maintain Program roadmap and release plans (key activities, deliverables, and milestones).
- Understand the interdependencies in integrated program plan spanning across releases and identify bottlenecks and impacts triggered by plan changes.
- Facilitate plan changes, their impacts and manage their endorsement at various program executive levels.
- Work closely with Release and workstream leads with relation to planning topics.
- Work closely with KPI team to report progress against the plan.
- Ensure sufficient awareness of the plan including ownership of SW tools related to planning.
- Be an active member of Program PMO team, look for improvements and simplifications.

Key performance indicators:

- Keep up to date plans with key activities, dependencies and milestones.
- Stakeholder satisfaction
- Maintaining awareness of the plans across various teams within the program

Minimum Requirements:

Work Experience:

- Project/program management experience, leadership of E2E IT project delivery
- Exposure to analytical roles (IT or BU)
- Experience with ERP systems or from Pharma industry is a plus

Skills:

- Change Management.
- Decision Making Skills.
- Project/Program Management.
- Project Risk Management.
- Project Team Management.
- Stakeholder Engagement.
- Advanced interpersonal skills
- Ability to work under pressure, meeting the deadlines.
- Analytical thinking
- Ability to learn fast in complex and evolving environment.
- Advanced user of MS Project, MS Office, Jira is a plus

## Role Requirements

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Division

Operations

Business Unit

CTS

Location

Czech Republic

Site

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o

Alternative Location 1

India

Functional Area

Technology Transformation

Job Type

Full time

Employment Type

Regular

Shift Work

No

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