Associate Director, Vendor Alliance Lead

Job ID
REQ-10022375
Oct 14, 2024
United Kingdom

About the Role

Working within a matrix environment, you will be accountable for all operational aspects of 1 or more ERMTs. This will include managing a team of Vendor Startup Managers (VSM) including assignment of trial level support and being the point of escalation in addition to people management responsibilities. You will also be responsible for supporting the implementation of the agreed outsourcing program strategies, for supplier governance, management and issue management/escalation and being the supplier service or equipment expert for the assigned services within the ERMTs to drive value beyond cost from Novartis' external supplier base

Key Responsibilities:

- Leading supplier due diligence activities with ERMT
- Leading development of overviews of operational data available within the CSI system, related to logistics and efficient management of site supplies
- Creating metrics related to kit wastage (focused on shipments consolidation and wastage reduction), cancellation rates and comparison of vendors performance within a trial, country or site
- Help to improve design of specific protocol sections related to laboratory samples and monitor the same during maintenance phase to ensure efficiency
- Utilizing CSI inventory management tool for all new & retrospective studies
- Increasing optimization of initial kit ordering and resupply aligned to projected visits
- Sharing and discussing with Clinical Trial Team overviews and summary of data obtained using CSI inventory management tool, dashboards and focused training materials, to reduce kit wastage
- Development of training materials, and conducting trainings, as required

Key Performance Indicators:

- Highly integrated and seen as supplier expert
- No deviations to Novartis specifications and Standard Operating Procedures (SOPs); Supplier due diligence activities (qualifications and re-qualifications) are completed in a timely manner to minimize any delays to study startup timelines and non-compliance
- Consolidation of samples strategy per protocol
- Achieving targets related to kit wastage reduction

Essential Requirements:

The ideal candidate will come from a data/data analytics background and will be comfortable working with Senior Leaders & Stakeholders. They will be looking at trend analysis so clinical development experience would be advantageous. Coming from a Pharma company, Central laboratory or a Clinical Research

Organization (CRO), you will hold an advanced degree in science or business (or equivalent) with several years industrial experience plus excellent knowledge of the clinical operation processes and vendor management.

Other requirements will include:

- Excellent knowledge of GxP (Good Practice) and ICH (International Council for Harmonisation of Technical Requirements for Registration of Pharmaceuticals for Human Use) regulations
- Expert knowledge of clinical trial design and mapping to supplier requirements
- Demonstrated leadership with supplier relationship management and/or expert knowledge of specific service areas
- Demonstrated partnering across divisions with internal and external stakeholders
- Demonstrated root cause analysis, problem solving, and solution generation skills
- History of successfully working in a cross-functional global team and proven ability to function in matrix structure organization
- Leadership to deliver projects according to required and deliverables
- Experience or expertise in one or more of Vendor Management Role accountabilities (e.g. global process ownership, business system owner, SOP, global training on supplier related SOPs and processes)

Why Novartis:
Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here:
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You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook.

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Role Requirements

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?
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Innovative Medicines
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Job Type
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Employment Type
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