

# Expert Medical Information Manager

Job ID  
REQ-10000646  
Jul 17, 2024  
Mexico

## Summary

Working in partnership with the Medical Information Group or Team Lead and MI Global Service Lead, this role is responsible for leading the delivery of Medical Information (MI) activities, as well as for acting as the business partner for clients for all MI deliverables.

## About the Role

### Key Responsibilities:

- Leading the delivery of MI services for defined disease area groupings. This covers both planned and reactive services and includes quality management and compliance with industry standards and codes of practice
- Stakeholder client relationship (eg, MI Directors/Leads) and supporting planning of MI activities for assigned franchises/therapy area (TA) or group of aligned Therapeutic Areas
- Finding opportunities and taking the lead on new business development within assigned TA's. Revenue and forecasting of medical information activities. Accurate prioritization and tiering to ensure budget accuracy.
- Delivery of sophisticated MI services and responses to raised enquiries, with focus on launch brands.
- Acting as the delivery lead for MI congress activities.
- Ensuring quality, accuracy and integrity of assigned projects, Mentoring and coaching Senior Medical Information Managers and Medical Information Managers

### Main Requirements:

- B.A. in a healthcare-related field and advanced degree (PhD, PharmD, MD) in life science/healthcare
- Proficient English (oral and written)
- Minimum 5 years' experience in a Medical Information/Communications role specifically in the Pharmaceutical Industry (or a related Medical Affairs role with significant MI responsibility)
- Experience with delivering MI services at Global and local level
- Product and disease area knowledge. Shown understanding of good practices in medical information writing, and experience with mentoring others
- Strong client focus. Strong cross-functional skills and shown experience in collaboration with other departments/groups
- Ability to lead content projects, handle internal and external resources to completion; role models teamwork and collaboration skills.

**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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Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

Division

Operations

Business Unit

CTS

Location

Mexico

Site

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regular

Shift Work

No

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