

# Assoc. Director, Business Analyst, Global Clinical Operations

Job ID  
REQ-10018828  
Aug 13, 2024  
Spain

## Summary

Location: Barcelona  
#LI-Hybrid

We are looking for an experienced Business Analyst (BA)/ Business Process Expert (BPE) in Global Clinical Operations (GCO) to lead requirements analysis of systems which re-define how Novartis operates in GCO space as part of our Data Digital & IT (DDIT) organisation. You will be working on strategic initiatives with the mandate to deliver solutions which will bring transformative change to the GCO domain and will allow Novartis to realize a competitive advantage. You will join a highly skilled team in GCO Service Delivery function to deliver on the vision.

In this role you will act as an advisor providing guidance to improve global business processes, products, services, and software through data analysis. You will engage with global business leaders and leverage the appropriate DDIT teams and Functions to determine requirements and deliver data-driven recommendations to improve efficiency and add value.

## About the Role

### Role responsibilities:

- Leading business requirements/ business process analysis in the area of Site Study Operations with a team of business users including utilizing necessary analytical tools that result in aligned concepts, business processes and requirements with the business team; providing guidance to the business team to ensure consistency of the overall solution; continuous management of user expectations.
- Owning and managing user requirements specifications for a functional area, ensuring that the complexity of the requirements is documented in concise, scalable manner that is easily understood by both the business team and solution delivery teams.
- Owning the delivery of user requirements for a functional area including providing continuous clarifications to the team on requirements during build and validating the implementation of requirements from a usability perspective.
- Ensure consistency and traceability between user requirements, functional specifications, and testing & validation.
- Support validation and testing as appropriate and ensure adherence to Security and Compliance policies and procedures within Service Delivery scope.

- Keep abreast with internal IT systems and documentation requirements, standards (including quality management and IT security), regulatory environments / requirements (if applicable), DDIT Service Portfolio and with industry best practices in leveraging technologies for the business and taking advantage of reusable products, solutions, and services wherever applicable. Additional specification required for testing..

## **Role Requirements**

- University degree in Computer Sciences, business or similar OR relevant experience
- Working experience within the pharmaceutical industry, Relationship Management, leveraging digital technology / big data, multi-national global experience, Interactions with senior management, influencing without authority, Collaborating across boundaries
- 8+ years of experience in business process analysis within drug development domain
- Proven experience analyzing business needs, eliciting, and documenting effective user requirements.
- Awareness of GxP and relevant controls applicable for IT systems
- Ability to collaborate with subject matter experts, technical experts across teams solution design
- Knowledge on business process modelling
- Excellent verbal and written communication skills in English
- Experience working with Global teams and multi-vendor situations.
- Learning Agility and ability to manage priorities.

## **Languages: English**

**You'll receive:** You can find everything you need to know about our benefits and rewards in the Novartis Life Handbook. <https://www.novartis.com/careers/benefits-rewards>

Benefits in Spain include Company Pension plan; Life and Accidental Insurance; Meals; Allowance or Canteen in the office; Flexible working hours.

## **Commitment to Diversity & Inclusion:**

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

This role is based in Barcelona, Spain. Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you

**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>

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Division  
Operations  
Business Unit

CTS  
Location  
Spain  
Site  
Barcelona Gran Vía  
Company / Legal Entity  
ES06 (FCRS = ES006) Novartis Farmacéutica, S.A.  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No  
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