

Head Protective Security MEA

Job ID
REQ-10013392
Sep 04, 2024
Egypt

Summary

As part of a wider team and in alignment with the Novartis Protective Security Strategy, this role is responsible for managing physical security at all Novartis sites across Middle East & Africa (MEA).

The purpose of the role is to protect Novartis people, property, patients and reputation as the regional point of contact for all physical security concerns and queries, supported by the 24/7 Global Security Operations Center and with the guidance of the Novartis security technology team. Success is attained through the implementation of global standards, managing outsourced security guarding providers, providing tactical direction to site security functions, in-depth security advice to senior stakeholders, and Capital Project managers.

Assistance to the Travel Safety Program, close assistance to Novartis Emergency Management (NEM), Business Continuity Management and site-based incident response programs are also expected as part of this role. Also support to the Anti-Counterfeiting and Falsified Medicines and Cargo Security programs

About the Role

Major accountabilities:

Leadership

- Ensure that the MEA region is aligned with Protective Security Global Standards.
- Anticipate risk and react accordingly by providing pragmatic solutions, often at short notice.
- Develop and maintain a network of Site Security Champions across all MEA sites.
- Manage security suppliers and partners to ensure optimized performance targets are being met using Operational Performance Indicators (OPIs), Key Performance Indicators (KPIs) and within Service Level Agreements (SLAs), whilst keeping costs within budget appetite.
- Conduct desk-top and on-site security reviews, audits and assessments to ensure Novartis people, property and reputation are always appropriately protected.
- Ensure that adequate resources and infrastructure are provided to each Novartis site within region, proportionate to relevant security-related threats.
- Conduct security education and awareness initiatives onsite and online to Novartis associates within region.

Implementation and Operations

- Implement global security policies and standards for sites in scope.
- Ensure that contracted security services are provided to the sites within the scope of Novartis Operations

in an effective, efficient and consistent/harmonized manner.

- Work closely with the contracted security Provider, manage outsourced guarding contracts within the region and reinforce adherence to OPIs and KPIs on a regular basis.
- Ensure that systems are in place to demonstrate and verify compliance with all pertinent security-related regulations, statutes, local ordinances and/or other externally driven requirements in the region.
- Ensure that good relationships are established and maintained with applicable law enforcement agencies across the region, including occasional Product Security training to authorities.
- Ensure that effective and efficient Security Management Systems, plus supporting programs (e.g. Physical Security, Technical Security, Threat Intelligence, Business Continuity and NEM), are in place and appropriate to the location's complexity, scale, regulatory requirement, environment considerations and business criticality. This includes business travelers' security, Executive Protection, logistics, residential security and occasional family security.
- Event Security Support in Country and abroad, such as People & Organization initiatives, Sales Conventions and regional leadership meetings.
- Support Global Security and SpeakUp Office on security-related policies, issues, incidents and investigations, if requested to do so.

Financial responsibility:

(Budget, Cost, Sales, etc.)

Responsible for preparing and overseeing the REFS MEA security budget to nominal variance (i.e., $\pm 2\%$), and not exceeded unless significant unplanned expenses are incurred (e.g., due to an incident or agency action) and authorized by Head REFS Rest of World

People Management

- Leads the regional Protective Security community made up of Site Security Champions and external providers.

Key performance indicators:

- Ensures customer and management satisfaction with the security program by ensuring adequate services are delivered at the best value for Novartis.
- All externally driven compliance requirements are met, as assessed by all appropriate external agencies during inspections, report reviews, analytical data reviews, or as assessed by internal compliance audits.
- All security guidelines are fully implemented in the region, as assessed by internal reviews and audits.
- All qualitative or programmatic goals and objectives are achieved within agreed-upon timelines.
- Expense budgets under control of the Head of Security MEA are delivered at $\pm 2\%$, and not exceeded, unless significant unplanned expenses are incurred (i.e. due to major incident or agency action) and authorized.
- All open audit-generated action items or agency-generated findings are closed within agreed-upon timelines and in a manner which prevents recurrence.
- Prepares and submits all reports, as required Global Head Protective Security, all external agencies and by Novartis internal data collection processes, in a complete manner and within agreed upon timelines.
- Maintain professional security network as part of public and private security committees, such as ASIS, Commerce Chambers and *ad hoc* Pharma Security Committees etc.

Minimum Requirements:

Work Experience:

- Cross Cultural Experience.
- Collaborating across boundaries.
- Major Change.
- Strategy Development.
- Leading large and/or diverse multi-functional teams.
- P&L or Unit Accountability.
- People Leadership.

Skills:

- Design And Construction Management.
- Facility Management.
- Finance Management.
- Influencing And Persuading.
- Knowledge Of Business Models.
- Knowledge Of Creating Strategic Partnerships.
- Real Estate Management.

Languages :

- English.

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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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

Egypt

Site

Mansoura

Company / Legal Entity

EG02 (FCRS = EG002) Novartis Pharma S.A.E

Functional Area

Facilities & Administration

Job Type

Full time

Employment Type

Regular

Shift Work

No

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