

Senior Medical Information Manager I

Job ID
REQ-10009772
Juli 08, 2024
Mexiko

Summary

Responsible for delivering a highly complex Medical Information (MI) activities, and for providing functional and therapeutic area/brand expertise to support responses to raised medical enquiries.

About the Role

Key Responsibilities:

- Write (or review) sophisticated MI services which require the experience and expertise of a Senior MI Manager. This can include services with a mixed model, working alongside the MI Manager
- Provide timely and quality responses to medical enquiries. Ensure adherence to KPIs with regard to timeliness, and meet the minimum criteria in quality reviews conducted by management
- Write and review MI deliverables to ensure they meet quality requirements – scientifically balanced and evidence-based, adhere to topic/key messages, language and grammar are accurate, regulatory/safety/legal aspects are considered
- Provide input into MI Service processes and standards to ensure efficiency and productivity
- Contribute to the generation of reports for stakeholder on enquiry metrics and insights from countries and regions

Main Requirements:

- Healthcare degree or degree in a healthcare-related field. Desirable: advanced degree (PhD, PharmD, MD) in life science/healthcare
- Proficient English (oral and written).
- Minimum 2 years' experience in Medical Information/Communications in the Pharmaceutical Industry (or related Medical Affairs role)
- Experience with Novartis therapeutic areas
- Knowledge and application of good practices in medical enquiry management and writing for medical information
- Knowledge of information resources and the efficient use of them
- Proven understanding of medical concepts and the implications on a broader scale in the industry (regulatory, PV, legal, commercial, drug development, etc.)
- Strong client focus. Strong cross-functional skills and proven experience in collaboration with other departments/groups. Excellent interpersonal communication and presentations skills
- Ability to handle work output within given timelines

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

Standort

Mexiko

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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