

Global Labeling Manager

Job ID

REQ-10078186

May 22, 2026

LOC_IN

About the Role

Key Responsibilities:

- Serve as labelling lead for assigned products, developing and maintaining compliant global labelling documents (e.g., CDS, BPL, BSS, IFU) and major market labels (USPI/PPI/MG, EU SmPC/PIL and other priority countries).
- Organize and lead ELTF meetings to align content and comments, as appropriate for level.
- Collaborate with Global Labelling Directors / Associate Directors to ensure aligned, compliant, and competitive labelling content across assigned tasks. Flex on projects from Director or AD GL.
- Conduct detailed research across competitor labels, global regulations and study information to support content development.
- Prepare documentation supporting CDS changes and contribute to responses to Health Authority queries.
- Ensure timely country implementation of labelling changes and compliance with CDS requirements.
- Mentor newcomers and support readiness for audits, inspections and continuous improvement initiatives.
- Maintain appropriate document quality and traceability (version control, references and rationale) to support governance requirements and audit readiness.
- Development and maintenance of IPLs.

Minimum Requirements:

- Typically, 2 to 5 years' experience in Global Labelling, Regulatory Affairs, or related pharmaceutical development functions with demonstrated labelling drafting and maintenance experience.
- Working knowledge of core labelling concepts and major market formats (for example CDS, USPI, EU SmPC and PIL) and ability to apply internal standards and regulatory requirements.
- Ability to review and interpret clinical and safety information and translate into clear, consistent labelling text with appropriate referencing.
- Strong attention to detail and documentation discipline (version control, traceability, and rationale).
- Experience organizing and facilitating cross-functional meetings (for example ELTF) and managing actions to closure.
- Strong collaboration, communication, and prioritization skills; proactive issue identification and escalation. Continuous improvement mindset; experience supporting audits and inspection readiness activity
- Science-based BS or MS with demonstrated capability; advanced degree preferred

Role Requirements

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Division

DIV_GD

Business Unit

Development

Location
LOC_IN
Site
Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
FCT_RD
Job Type
Full time
Employment Type
Regular
Shift Work
No
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