

# Associate Director - Content Management specialist (M365 SharePoint)

Job ID

REQ-10078485

May 25, 2026

LOC\_IN

## About the Role

Major Accountabilities:

- Act as Product Owner and Evangelist for one or many Content management platforms such as Microsoft SharePoint, Open text, Veeva vault. Accountable for architecture/design, development/deployment oversight, and successful operationalization of content platforms built using data technology.
- Carry accountability for all technology decisions concerning multiple content platforms across Novartis. Ensure content platform implementations are state-of-the-art by including new-age digital technologies and concepts
- Ensure content platforms achieve high standards of response times, availability and throughput. Ensure scalability of platform for large, enterprise-wide implementations
- A strong technical explorer mindset with a passion to learn and experiment with multiple new-age technologies. Define and maintain platform architecture standards and roadmaps required to operationalize business needs for a new service
- Product adoption management with the software vendors, collaborate on product enhancements. Define and maintain design and coding standards. Support project and operations teams during the lifecycle. Own support for content platform related issues to project and operations teams. Accountable for design, build and maintenance of reusable assets and components on content management areas
- Establish patterns of use and puts in place enablers for using patterns. Proactively keep patterns and enablers continuously updated to meet business needs in rapid cycle time. Accountable to ensure adherence with Security and Compliance policies and procedures within Platform Architecture service scope
- Create, maintain and evangelize Point of Views and Opinions on emerging trends in life sciences, pharma industry and relevant technologies for data and analytics.
- Govern the overall roadmap, capabilities, tool selection and design across AWS analytics platform Perform assessments on use cases on-boarding on to the platforms to ensure alignment to platform governance, frameworks, and principles.
- Continuous improvement to automate capabilities, simplify landscape and reduce cost. Ensure adherence to ISRM, Legal, ethics and other compliance policies and procedures in defining architecture standards, patterns, and platform solutions.

Minimum Requirements

- At least 14 years total experience in IT in which at least 8 years in content management solutions using M365 SharePoint, 2 years in OpenText.
- At least 5 years experience in large enterprise grade product implementations and their deployments.
- Experience in any other content platform AI/ML solution implementations
- Ability to quickly understand a business and technology context for solutioning.
- Proven track record of broad industry experience and excellent understanding of complex enterprise IT landscapes and relationships as well as driving business transformations
- Experience in Azure, AWS services, Integration and related technologies.
- Experience with code management tools, CI/CD, automated testing is required.
- Specialization in Pharma Domain is required and understanding of usage across the end-to-end enterprise value chain.

Why Novartis?

Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us!

Learn more here:

<https://www.novartis.com/about/strategy/people-and-culture>

Commitment to Diversity and Inclusion:

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

Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Network here:

<https://talentnetwork.novartis.com/network>

## Role Requirements

**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>

**Benefits and Rewards:** Learn about all the ways we'll help you thrive personally and professionally.

[Read our handbook \(PDF 30 MB\)](#)

Division

DIV\_TO

Business Unit

Information Technology

Location

LOC\_IN

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

FCT\_TT

Job Type

Full time

Employment Type

Regular

Shift Work

No

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