

Senior Medical Information Manager I

Job ID

REQ-10078751

May 26, 2026

LOC_IN

About the Role

Major accountabilities:

- Provide timely and quality responses to medical enquiries escalated from Novartis country affiliates for products
- Write MI deliverables such as Global Guidance Documents (GGDs), MI Q&As to ensure they meet quality requirements – scientifically balanced and evidence-based, adhere to topic, using appropriate language and correct grammar, and regulatory/safety/legal aspects are considered
- Provide input into MI processes and standards to ensure optimal efficiency and productivity

Essential Requirements:

- Healthcare professional degree or degree in a healthcare-related field. Advanced degree (PhD, PharmD, MD) in life science/healthcare
- Minimum 2 years' experience in a Medical Information/Communications role specifically in the Pharmaceutical Industry (or a related Medical Affairs role with significant MI responsibility in the Pharmaceutical Industry)
- Experience with delivering MI services at Global and local level
- Product and disease area knowledge in Novartis therapeutic areas
- Strong knowledge of good practices in medical information writing, and experience with mentoring others
- Strong clients focus and cross-functional skills and proven experience in collaboration with other departments/groups

Skills Desired

Clinical Research, Clinical Trials, Detail-Oriented, Medical Writing, Safety

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_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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