

Clinical Project Manager

Job ID

REQ-10085092

Aug 14, 2026

LOC_MX

About the Role

Key Responsibilities

- Lead end-to-end operational delivery of clinical studies from site initiation through study close-out.
- Serve as the primary country study contact and local lead for assigned clinical trials.
- Develop study execution plans, timelines, risk mitigation strategies, and operational forecasts.
- Drive patient recruitment activities and implement contingency plans to achieve enrollment targets.
- Monitor study progress, identify operational challenges, and escalate issues as needed.
- Coordinate cross-functional teams to ensure timely, compliant, and high-quality study execution.
- Maintain oversight of data quality, patient engagement activities, and query resolution processes.
- Ensure compliance with Good Clinical Practice, regulatory requirements, and Novartis standards.
- Review monitoring visit outcomes, evaluate trends, and drive timely issue resolution.
- Manage study budgets, contracts, essential documentation, and site payment activities.

Essential Requirements

- Bachelor's degree in a scientific or health-related discipline.
- Minimum five years of clinical research project management and/or clinical trial monitoring experience.
- Strong understanding of clinical drug development and study execution processes.
- Demonstrated ability to lead cross-functional teams in a global matrix environment.
- Strong project management, problem-solving, and stakeholder management capabilities.
- Comprehensive knowledge of international clinical research regulations and quality standards.
- Effective negotiation and conflict resolution skills with internal and external partners.
- Excellent written and verbal communication skills in English.

Desirable Requirements

- Advanced degree in a scientific or health-related discipline.
- 7-10 years of clinical trial and project management experience in a global research environment.

Commitment to Diversity and Inclusion / EEO paragraph

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

Role Requirements

Division

DIV_GD

Business Unit

Development

Location

LOC_MX

Site

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area

FCT_RD

Job Type

Full time

Employment Type

Regular

Shift Work

No

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