NOVARTIS

Communications Specialist

Job ID
REQ-10089715
Oct 22, 2026
LOC_IN

About the Role

Major Accountabilities

- Plan and execute end-to-end multichannel communication campaigns supporting change, adoption, and business transformation initiatives.
- Develop and deliver high-quality communication materials including announcements, newsletters, leadership messages, FAQs, videos, and visual content.
- Translate complex business, technology, and change topics into clear, engaging, and audience-focused messaging.
- Drive consistent communication standards, tone, and messaging across all campaign activities and channels.
- Integrate employee feedback, sentiment analysis, and stakeholder input into communication plans to improve engagement and adoption.
- Collaborate closely with change management, training, business, and project teams to deliver a seamless employee experience.
- Monitor and report campaign performance metrics including reach, engagement, awareness, sentiment, and adoption outcomes.
- Continuously optimize communication strategies and campaigns using analytics, insights, and best practices.

Minimum Requirements

- Bachelor’s degree in Communications, Journalism, Marketing, Public Relations, or a related field, or equivalent practical experience.
- Minimum 4 years of experience in corporate communications, internal communications, change communications, or campaign management roles.
- Proven experience designing, managing, and measuring end-to-end multichannel communication campaigns.
- Strong writing, editing, and storytelling skills with the ability to simplify complex technical or business topics.
- Experience developing communications and presentations for senior leaders, executives, and business sponsors.
- Hands-on experience with digital communication tools such as SharePoint, intranet platforms, Teams, email marketing tools, and content management systems.
- Demonstrated ability to work independently, manage priorities, and deliver results in a fast-paced environment.
- Strong stakeholder management, communication, and collaboration skills, with the ability to navigate ambiguity and work across global, cross-functional teams.

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

Division
DIV_TO
Business Unit
General Management
Location
LOC_IN
Site
Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
FCT_IT
Job Type
Full time
Employment Type
Regular
Shift Work
No
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