NOVARTIS

Ethics Risk & Compliance Head

Job ID
REQ-10090854
Oct 26, 2026
LOC_LV

About the Role

Major Accountabilities:

- Under leadership of a ERC Leader and in close co-ordination with Senior Business and Senior Representatives from other Functions (e.g. Internal Audit, Speak up, Legal, Policy Custodians).
- Drive robust implementation of the ERC Head role and provide support to Country Presidents.
- Provide strategic direction and guidance to the ERC Heads and support local implementation activities using existing tools.
- Up skill the capabilities of the teams by providing training and conducting country visits.
- Perform on boarding of key leaders and drive objective setting and performance management process.
- Develop and update supporting materials and tools related to Ethics Risk and Compliance.
- Support and promote compliance with relevant regulations in scope of the role and fostering a culture of continuous improvement.
- Support design of an effective Anti-Bribery / TPG framework and support robust implementation, upon request of respective leadership.
- Review and refine the Antibribery / TPG strategy, policy, process and systems.
- Develop pragmatic tools to support the implementation of the anti-bribery framework via the divisions and develop presentations re the Antibribery / TPG framework to Senior Management.
- Provide strategic support and manage / contribute to ERC / BCM NEM/ EPRM/ RISK Projects.
- Provide strategic support to ERC upon request, including managing / being an active team member of strategic Projects for a range of Compliance topics.
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt.

Key performance indicators:

- Adherence to Novartis policy and guidelines
- Project and stakeholder feedback.

We offer:

Base pay starting from 45k - 85k annually

Other bonuses as per guideline

Temporary Contract 12-18 months

Role Requirements

Primary location salary range
€45,920.00 - €85,280.00
Division
DIV_EC
Business Unit
Audit & Compliance
Location
LOC_LV
Site
Latvia
Company / Legal Entity
LV01 (FCRS = LV001) SIA Baltics, Latvia
Functional Area
FCT_LI
Job Type
Full time
Employment Type
Temporary (Fixed Term)
Shift Work
No
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