NOVARTIS

ERC Operations Business Partner (US)

Job ID
REQ-10089797
Oct 28, 2026
LOC_US

About the Role

Key Responsibilities

- Advise site leadership on ethics, risk and compliance, providing insight, oversight and independent challenge.
- Strengthen governance and accountability by embedding compliance considerations into routine leadership decision-making.
- Identify, assess and monitor compliance risks, supporting effective remediation plans and sustained risk reduction.
- Implement ethics and compliance policies, initiatives and awareness programs across US Operations sites.
- Support SpeakUp, conflicts of interest and misconduct processes, ensuring appropriate guidance, escalation and follow-through.
- Strengthen ethical culture through targeted initiatives, leadership engagement, training and ethical decision-making.
- Leverage digital and artificial intelligence-enabled insights while partnering cross-functionally to improve compliance effectiveness and efficiency.

Essential Requirements

- University degree in Business, Law, Science or another relevant field.
- Minimum five years of ERC experience ideally in the pharmaceutical, medical device or healthcare industry.
- Strong judgement to navigate complex situations and balance ethical, legal and business considerations.
- Ability to confidently challenge and influence senior business leaders while managing complex stakeholder relationships.
- Excellent organizational, communication, training and facilitation skills, with confidence working across functions and cultures.
- Willingness to travel across Novartis Operation sites across the United States

Benefits & Rewards

The salary for this position is expected to range between $152.600 and $283.400 per year. The final salary offered is determined based on factors like, but not limited to, relevant skills and experience, and upon joining Novartis will be reviewed periodically. Novartis may change the published salary range based on company and market factors. Your compensation will include a performance-based cash incentive and, depending on the level of the role, eligibility to be considered for annual equity awards. US-based eligible employees will receive a comprehensive benefits package that includes health, life and disability benefits, a 401(k) with company contribution and match, and a variety of other benefits. In addition, employees are eligible for a generous time off package including vacation, personal days, holidays and other leaves.

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

Join our Novartis Network: Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: https://talentnetwork.novartis.com/network

Benefits and Rewards: Read our handbook to learn about all the ways we'll help you thrive personally and professionally: https://www.novartis.com/careers/benefits-rewards

Role Requirements

Division
DIV_EC
Business Unit
Other
Location
LOC_US
Site
Indianapolis
Company / Legal Entity
U061 (FCRS = US061) Novartis Services, Inc.
Alternative Location 1
LOC_US
Functional Area
FCT_LI
Job Type
Full time
Employment Type
Regular
Shift Work
No
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