NOVARTIS

Long-Term P&O / HR Intern at Novartis Kurtkoy Manufacturing Site

Job ID
REQ-10092435
Nov 09, 2026
LOC_TR

About the Role

What you will do

- Support day-to-day P&O / HR processes and employee-related activities
- Contribute to employee experience, engagement and development initiatives
- Support recruitment and internship processes
- Take an active role in P&O / HR projects, events and internal communications
- Support reporting, data analysis and presentations
- Explore opportunities to improve P&O / HR processes through digital tools and AI

What we are looking for

- 3rd or 4th year university student in Business Administration, Industrial Engineering, Psychology, Sociology, Labor Economics or related fields
- Able to work at least 3 days per week during the academic year
- University-provided Social Security (SGK) coverage throughout the internship period is mandatory
- Good command of English
- Strong communication and organizational skills
- Proactive, curious and eager to learn
- Good command of Microsoft Office tools, particularly Excel and PowerPoint
- Interest in AI and digital tools and willingness to explore how they can be used in P&O / HR
- Collaborative mindset and willingness to take ownership

What you can expect

A long-term internship where you can gain hands-on P&O / HR experience, contribute to meaningful projects, collaborate with different teams and develop your skills in a global organization.

Ready to learn, contribute and grow with us? We’d love to hear from you!

Role Requirements

Division
DIV_PO
Business Unit
Human Resources

Location
LOC_TR
Site
İstanbul Kurtköy
Company / Legal Entity
TR01 (FCRS = TR001) Novartis Sağlık, Gıda ve Tarım Ürünleri San. Ve Tic. A.Ş.
Functional Area
FCT_OT
Job Type
Part time
Employment Type
Third Party Associate
Shift Work
No
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