Global Data Operations and Community Manager

Description

Job Description Summary

Our momentum and entrepreneurial spirit is powered by an open, collaborative culture driven by our talented and ambitious colleagues, who, in return for applying their skills experience an agile and collegiate environment with impactful, flexible-hybrid careers, where diversity is welcomed and where personal growth is encouraged!

The future is ours to shape!

This position resides within the Sandoz Technology division, specifically the Data Management & Governance (DMG) team. As an integral part of this role, you will engage with cross-functional teams across our regional units, business functions, and other Sandoz Technology stakeholders. Your responsibilities are both strategic and operational. Strategically, you will liaise with key data and business stakeholders, providing critical insights to the Global Strategy and Governance Leads to inform and shape our Global Data Strategy and Governance initiatives. Operationally, you will participate in the execution of the Global Data Strategy and Governance frameworks. Additionally, you will provide support to the DMG team on any ad-hoc data-related projects as required.

Job Description

Your responsibilities will include:
– Collaborate with Global Data Strategy and Governance Leads to shape data frameworks and concepts, incorporating best-practices and business needs from the data communities and other Sandoz functions (e.g., ISRM, ERC, Legal, Procurement).
– Support the creation of concise executive-level documentation and templates for key DMG meetings (e.g. senior leadership presentations, DMG workshops, Data councils) (PPT Slides).
– Drive selected workstreams to bolster global data projects and support operationalising the global data strategy framework.
– Maintain DMG key documents such as DMG Handbook, Confluence pages, SharePoint/Teams spaces, and / or intranet portal.
– Foster transparency regarding global activities and key data stakeholders across Sandoz by cultivating a community of data citizens.
– Ensure the DMG Handbook remains up-to-date and organized and support the definition of data processes and guidelines throughout Sandoz's entire data lifecycle.
– Scout new solutions and tools for data strategy and governance and support the creation the respective cases.
– Research trends in data strategy and governance and provide insights to DMG teams.
– Assist the organisation of key DMG meetings by preparing the agenda, documentation, and taking the meeting minutes.

Key Performance Indicators

Hiring organization
Candidate-1st

Employment Type
Full-time

Beginning of employment
asap

Job Location
Madrid Delegación (Sandoz)

Working Hours
40

Base Salary
euro EUR 38K - 71K *

Date posted
June 5, 2024

– Objectives to be agreed yearly based on P&A's and Sandoz Technology objectives.
– Successful implementation of selected Data Strategy and Governance framework building blocks in an efficient and effective way

Commitment to Diversity & Inclusion: :

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

What you'll bring to the role:
– Bachelor / Master of Science degree in information technology, software engineering, computer science (or related field).
– 2-4 years of experience in implementing and running digital and / or data projects (e.g. Master Data Management, Implementation of Data Governance tools)

– Experience in building a community of data citizens and managing the same to foster knowledge sharing and collaboration on global projects.
– Business consulting experience is a plus.
– Familiar with Dashboard/AI/ML project setup is a plus.
– Fluent in written and spoken English
– Excellent verbal, written, and interpersonal communication skills with internal and external partners.
– Proactive, can-do attitude and structured approach to problem solving and documentation.
– Proficient in organizing operational meetings, preparing the agenda, presentations and capturing meeting minutes.
– Excellent document creation skills. Advanced know-how of other Microsoft 365 tools desired.
– Data technologies know-how, including tools, development of data products, governance frameworks (e.g. EBX, AWS, Collibra, DAMA, or similar frameworks and technologies).

#Sandoz
#Sandoz_Iberia

Skills Desired

How the process will look like

Your teammates will gather all requirements within our organization. Then, once priority has been discussed, you will decide as a team on the best solutions and architecture to meet these needs. In continuous increments and continuous communication between the team and stakeholders, you're part of making data play an even more important (and understood) part withing Brand New Day.

Job Benefits

EUR 38K – 71K *