

Intelligence Researcher

Job ID
REQ-10037875
Feb 19, 2025
USA

Summary

Global Security Intelligence Unit (GSIU) provides timely and relevant intelligence in order to protect Novartis associates, patients, assets, travelers, brands, reputation and intellectual property.

We are looking for an intelligence researcher to join our intelligence team to collect, analyze and disseminate information to assess threats, capabilities, vulnerabilities and opportunities that may impact Novartis associates and assets.

The candidate must have a passion for intelligence, with a strong desire to learn and develop in a security intelligence arena. They must demonstrate strong communication skills and be able to work in a time pressured environment.

This position will report into the Head Global Security Intelligence COE in Basel and will be based in East Hanover, alongside the US Investigations Team.

This role is required to be in our East Hanover, NJ office 3x/week.

About the Role

Key Responsibilities:

- Contribute to the research and collection of threat information from multiple sources, based on agreed intelligence requirements, and using this to create timely, clear, accurate and actionable security intelligence, threat assessments, management briefings, security alerts, country risk assessments, source reports, multi-media presentations, workshops, and training
- Monitoring of geopolitical updates and providing succinct summaries in support of intelligence team and business continuity teams
- Provide project support to Meetings, Congresses and Events Security supporting procurement processes and threat assessment
- Provide support to the global background screening process
- Provide administrative and project support to the GS-Americas and the Legal IP Team (10% of role)

Minimum Requirements:

- Degree in a security, intelligence or criminology or similar field; or similar working experience
- Knowledge of Microsoft Office
- Be able to condense complex and voluminous data into concise intelligence products
- Open-Source Intelligence (OSINT) research trained

Desirable

- Experience in an intelligence related role
- Training in intelligence analysis
- Working experience in the Americas region

Languages :

- English and additional language(s) preferred (Spanish or Portuguese desired as role is in support of Americas region)

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Commitment to Diversity & Inclusion: Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

Novartis Compensation and Benefit Summary: The pay range for this position at commencement of employment is expected to be between \$81,200 - \$150,800 / year; however, while salary ranges are effective from 1/1/25 through 12/31/25, fluctuations in the job market may necessitate adjustments to pay ranges during this period. Further, final pay determinations will depend on various factors, including, but not limited to geographical location, experience level, knowledge, skills, and abilities. The total compensation package for this position may also include other elements, including a sign-on bonus, restricted stock units, and discretionary awards in addition to a full range of medical, financial, and/or other benefits (including 401(k) eligibility and various paid time off benefits, such as vacation, sick time, and parental leave), dependent on the position offered. Details of participation in these benefit plans will be provided if an employee receives an offer of employment. If hired, employee will be in an "at-will position" and the Company reserves the right to modify base salary (as well as any other discretionary payment or compensation program) at any time, including for reasons related to individual performance, Company or individual department/team performance, and market factors.

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The Novartis Group of Companies are committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the application process, or to perform the essential functions of a position, please send an e-mail to us.reasonableaccommodations@novartis.com or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Division

Legal

Business Unit

Corporate

Location

USA

State

New Jersey

Site

East Hanover

Company / Legal Entity

U061 (FCRS = US002) Novartis Services, Inc.

Functional Area

Legal & Intellectual Property & Compl.

Job Type

Full time

Employment Type

Regular

Shift Work

No

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