

(高级) 医药代表 / (资深) 产品专员

Job ID

REQ-10084865

июл 29, 2026

Китай

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Сводка

通过提供管理支持，特别是现场部队业务，协助销售一线团队开展工作。

About the Role

Major Accountabilities

- ~ 管理销售支持基本程序的文书和操作角色
- ~ 遵循相关政策、流程和法规。
- ~ 支持维护相关系统以及进度跟踪、反馈和完成系统的输入
- ~ 准备/处理付款请求，根据需要由销售团队准备购买请求。
- ~ 支持在系统中提交销售活动和记录，包括协助处理价格比较等流程
- ~ 每月编制费用摘要，以便进行审查和记录
- ~ 支持相关会议和后勤：排定的 FF 会议、培训和公司其他活动
- ~ 为会议和业务分析提供相关数据
- ~ 主管分配的其他管理任务
- ~ 收到后 24 小时内报告与诺华产品相关的技术投诉/不良事件/特殊情况
- ~ 营销样本的分发（适用）

Key Performance Indicators

及时完成分配的任务

Work Experience

~运营管理和执行

Skills

- ~企业管理
- ~业务规划
- ~数据可视化
- ~销售
- ~绩效管理
- ~Python（编程语言）
- ~自我激励
- ~软件疑难解答
- ~SOP（标准操作程序）
- ~SQL（结构化查询语言）
- ~培训与发展

Language

英语

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>

Benefits and Rewards: Learn about all the ways we'll help you thrive personally and professionally. [Read our handbook \(PDF 30 MB\)](#)

Дивизион

International

Business Unit

Sales

Место

Китай

Сайт

Jinan (Shandong Province)

Company / Legal Entity

CN06 (FCRS = CN006) Beijing Novartis Pharma Co., Ltd

Functional Area

Продажи
Job Type
Full time
Employment Type
正式（销售）
Shift Work
No

无障碍及便利设施

诺华承诺与残障人士共事并为他们提供合理的便利设施。如果您由于健康状况或残障在招聘过程的任何环节需要合理便利设施或者为了履行职位的基本职能请发送电子邮件至 diversityandincl.china@novartis.com 告知您的需求和联系方式，并在邮件中附上您的职位申请编号。

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