

## Sourcing Manager - Lab Supplies

Job ID  
REQ-10010696

3月 19, 2025

Czech Republic

### 摘要

About the Role:

NOTE: This role can be based out of Prague, Warsaw, Hyderabad or Insurgentes (Mexico)

As a Sourcing Manager - Lab Supplies, you will be responsible for multiple categories in one country OR one cross divisional category in one country part of the Category aligned teams. The scope for the role is with the R&D environment and to support the Novartis discovery and technical R&D scientific community.

You will lead the delivery of individual projects defined as part of the Annual Category Plan by requirements gathering, market analysis, qualifying and selecting suppliers with the relevant Business Partners and partners, as well as non-sourcing projects such as demand management and process improvement.

## About the Role

### Key Responsibilities:

- Implement global category strategy at local level OR implement sourcing business plan for area of responsibility; directly deploys global category strategy at site level.
- Supervise the implementation of sourcing plans for the sub-category & deliver sub-category savings targets following engagement in the target setting process.
- Provide input into the overall Category segmentation and identification of key supplier relationships or may directly control purchases with respect to supplier choice, timing and commercial conditions on a local basis (may vary between divisions depending on way spend is controlled).
- Handle strategic sub-category supplier relationships, and implement consistent key performance indicators for the sub-category, and report on suppliers' performance.
- Collect supplier information and feedback from Divisions, countries, sites, Category teams and Business Partners, and deliver Procurement Balanced Scorecard metrics for the relevant sub-category.
- Create, apply, complete and reviews major contracts for the sub-category and ensure that negotiated contracts are clearly communicated for the sub-category area and that they are consistently applied.
- Run strategic sub-category supplier relationships, and implement consistent key performance indicators for the sub-category, ensuring that any supplier performance risks and issues are resolved on a timely basis to end-user satisfaction.
- Direct reports 0 -5 -Distribution of marketing samples (where applicable)

### Essential Requirements:

- Vendor Management experience - driving large global vendors across multiple units/regions
  - Minimum 5 years' experience in a similar role
  - Someone who understands data analysis with the ability to 'crunch' data and navigate across Novartis platforms/systems
  - Project Management experience
  - Ability to identify & deliver value creation projects
  - Root Cause Analysis And Problem-Solving
  - Ability to engage with business & influence stakeholders across multiple business units
  - Cross Cultural Experience
  - Fluent English
  - Collaborating across boundaries
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- Benefits and rewards: Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement) ; 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program - choice of benefits from Benefit Plus Cafeteria in the amount of 12,500 CZK per year; Meal vouchers in amount of 105 CZK for each working day (full tax covered by company); Public Transportation allowance; MultiSport Card. Find out more about Novartis Business Services: <https://www.novartis.cz/>

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

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>

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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>

部门  
Operations

Business Unit  
CTS

地点  
Czech Republic

站点  
Prague

Company / Legal Entity  
CZ02 (FCRS = CZ002) Novartis s.r.o

Alternative Location 1  
Hyderabad (Office), India

Alternative Location 2  
INSURGENTES, Mexico

Alternative Location 3  
Warsaw, Poland

Functional Area  
Procurement

Job Type  
Full time

Employment Type  
Regular

Shift Work  
No

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## Accessibility and accommodation

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to [di.cz@novartis.com](mailto:di.cz@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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