

## Senior Cluster Procurement Manager Western Europe

Job ID  
REQ-10049265

4月 22, 2025

Czech Republic

### 摘要

Location: Prague, Czech republic #LI

Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you.

In the role, you will be responsible for Indirect procurement categories (for manufacturing sites). You will be the main procurement contact for manufacturing sites in Belgium, France, Netherlands, and Spain. In the role you will also be implementing the global Procurement strategic goals on country level for your area of responsibility and successfully managing relevant KPI's in regards to productivity, compliance metrics, processes, customer satisfaction and people development. You will be managing a small team.

Very important part of the role is to successfully manage and develop relationships, to drive value for your business.

Categories: Production Design and Construction, Production Equipment, Machinery and Supplies, Facility Management, Cleaning Agents, Utilities, Laboratory Supplies and Equipment, Analytical

services.

## About the Role

### Key Responsibilities:

- Accountable productivity/cost efficiency targets for your area of responsibility.
- Ensure effective local implementation of global supplier strategies (e.g. implementation of strategic suppliers, contracting principles, execution of global/regional contracts).
- Manage quality of the cluster end-to-end Procurement process incl. compliance to policies, strategies, and processes. Support seamless integration of capability centres into the end-to-end process.
- Serve as key contact for stakeholders, building effective relationships of mutual trust and understanding.
- Executing the Source-to-Contract process including respective strategies, approaches and methods: Preparing and conducting fact-based negotiations. Adapting tactics from a broad portfolio of negotiation strategies to achieve results that support business and Procurement objectives.
- Manage local supplier landscape in their area of responsibility in line with business strategies & global Procurement goals and strategies (e.g. payment terms, manage tail spend, local supplier management process).
- Ensure effective communication between the different Procurement functions, such as Operations, Capability centres, global/regional category management, compliance.

### Essential Requirements:

- Bachelor degree required in Business, Engineering or similar; Master ' s degree preferred.
- Minimum 5 years of procurement experience in large multinational organization.
- 1-3 years of experience in managing people and team in an international environment.
- Experience in change management and leading through change.
- Ability to influence and manage senior stakeholders.
- Proven track record of successful supplier negotiation and management.
- Proven track record of delivering the saving target and bringing value add through procurement processes.
- Excellent spoken and written English is a must. Knowledge of either Dutch, French or Spanish is considered an advantages

Why Novartis: Our purpose is to reimagine medicine to improve and extend people ' s lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

You ' ll receive (for Czech Republic only) 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 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/>

You ' ll receive (for Slovenia) Competitive salary, Annual bonus, Hybrid working schedule, possibility to work from home, Pension scheme, Employee Recognition Scheme, Expanded program for the promotion of health in the field of physical, mental and social well-being, Unlimited learning and development opportunities.

#### 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.

Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Network here: <https://talentnetwork.novartis.com/network>

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  
Innovative Medicines

地点  
Czech Republic

站点  
Prague

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

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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