

Sourcing Specialist

Job ID
REQ-10010934
Jun 13, 2024
Singapore

Summary

The sourcing Specialist is responsible for supporting the site in finding acceptable alternative suppliers (disruptive suppliers) for consumables, spare parts, and services etc. related to GMP manufacturing operations. They play a crucial role in identifying cost-effective sourcing opportunities while ensuring compliance with the organization's quality and regulatory requirements.

About the Role

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This position is a fixed term contract for a period of 1 year.

Key Responsibilities:

- **Alternative/ Disrupting Sourcing:** Identify, evaluate, and assess potential disruptive suppliers for consumables, spare parts, and services required for GMP manufacturing operations.
- **Supplier Recommendation:** Recommend supplier upon conducting supplier evaluation and qualification processes, considering quality, technical capabilities, reliability, and compliance with GMP regulatory standards and procurement policies. Build a database of recommended disruptive suppliers.
- **Cross-functional Collaboration:** Collaborate closely with global procurement and site customers, including Manufacturing, Engineering, Manufacturing Science & Technology, Quality, and Finance, to understand their requirements, align sourcing strategies.
- **Work with business owners** to establish acceptable deviations to the specifications in order to justify alternative materials and products.
- **Introduction of the selected suppliers to the site:** Coordinate change request approval and SAP database update
- **Data Analysis and Reporting:** Analyze procurement data and prepare reports related to disruptive sourcing, including cost savings, supplier performance, and market trends. Present findings to management and customers as required.
- **Continuous Improvement:** Continuously research and identify new disruptive sourcing opportunities, innovative approaches, and emerging trends in the industry to drive cost savings and process

improvements.

Essential Requirements:

- Proven experience in general sourcing, preferably within the pharmaceutical or biotech industry.
- Understanding of disruptive sourcing strategies, market dynamics, and supplier landscape.
- Broad knowledge of GMP manufacturing processes and related consumables, spare parts, and services.
- Experience working in a multi-national, multi-cultural corporation
- Experience in using SAP for data analysis
- Excellent negotiation skills, with a track record of successfully securing competitive pricing and favorable terms.
- Proficient in analyzing data, conducting market research, and preparing reports.
- Strong problem-solving and analytical abilities, with the ability to identify and mitigate risks.
- Willing to work as fixed term contract for 1 year

Desirable Requirements:

- Minimum university degree or equivalent experience in technical or business field.

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Division

Operations

Business Unit

Innovative Medicines

Location

Singapore

Site

Tuas South Avenue

Company / Legal Entity

SG12 (FCRS = SG012) Novartis Singapore Pharmaceutical Manufacturing Pte Ltd

Functional Area

Procurement

Job Type

Full time

Employment Type

Temporary (Fixed Term)

Shift Work

No

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