

# Regional Procurement Category Manager Fleet

Job ID  
REQ-10026986  
Nov 21, 2024  
Czech Republic

## Summary

This position involves being responsible for the company car fleet in Europe, planning and leading all strategic aspects within the region, developing proposals and county policies in line with global fleet strategy. The role provides high value procurement solutions to the business and category strategies; support third party vendor selection, vendor development, technology management and performance measurement activities. Ensures best-in-class delivery of external services and products in the Fleet category, drives productivity, cost savings and process improvements in close collaboration with the stakeholders in the business. The role will be responsible to manage outsourced service providers managing the day-to-day fleet operational activity from eligibility to order, in life & end of contract processes; operationalizing the controls to measure & enforce vendor compliance to the agreed contracts.

## About the Role

### Major accountabilities:

- Translates global divisional category strategy into global, divisional, sub category strategy OR translates regional procurement strategy into country strategy and local implementation.
- Lead the implementation of sourcing plans for the sub-category and deliver sub category savings targets following engagement in the target setting process.
- Provide input into the overall Category or sub category strategy about segmentation and identification of key supplier relationships, and lead business planning activities and ensure these projects are staffed and executed on a timely basis in line with the targeted goals.
- Manage 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.
- Partner to control at a country level purchases with respect to supplier choice, timing and commercial conditions (may vary between divisions depending on way spend is controlled ).
- Collect supplier information and feedback from Divisions, countries, sites and Category teams and deliver Procurement Balanced Scorecard metrics for the relevant sub category.
- Partner with relevant stakeholders to create, apply, complete and reviews major contracts for the sub-category, and ensure that negotiated contracts are clearly.
- communicated for the sub-category area & that they are consistently applied [Cross-Divisional/Pharma spend \$25 -\$100m NCH/SDZ/NVD/NIBR spend \$20 -\$80m].
- Manage the budget/resource allocation for the area of responsibility.
- Manage the performance and talent development of direct reports and contribute to talent development of indirect reports (Direct reports 5-10 or indirect reports up to 30).
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products

within 24 hours of receipt -Distribution of marketing samples (where applicable)

**Key performance indicators:**

- Value Delivery (Financial) -Customer Delivery (service)

**Minimum Requirements:**

**Work Experience:**

- Functional Breadth.
- Critical Negotiations.
- Cross Cultural Experience.
- Industry/ Business Exposure.
- Project Management.
- Operations Management and Execution.

**Skills:**

- Effective Communication.
- Finance Management.
- Internal And External Customer Needs Analysis & Satisfaction Studies.
- Managing Resources.
- Negotiating.

**Languages :**

- English.

**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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<https://talentnetwork.novartis.com/network>

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Division

Operations

Business Unit

CTS

Location

Czech Republic

Site

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o

Alternative Location 1

Barcelona Gran Vía, Spain

Functional Area  
Procurement  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No  
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Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

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