

# Senior Cluster Procurement Manager (Belgium and Italy)

Job ID

392113BR

Mai 30, 2024

Tschechische Republik

## Zusammenfassung

Location: Warsaw, Ljubljana or Prague. #LI-Hybrid 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 Italy and Belgium. 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 KPIs in regards to productivity, compliance metrics, processes, customer satisfaction and people development. You will be managing a small team of 4 people (buyers and senior buyers). 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 centers 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 centers, global/regional category management, compliance.

### Essential Requirements:

- University/Advanced degree is required. Bachelor degree required in Business, Organization development or similar; Master's degree preferred.
- Minimum 7 years of procurement experience in large, multinational organization.

- Strong experiences managing a team (people management, direct reports).
- Relevant categories experiences (Production Design and Construction, Production Equipment, Machinery and Supplies, Facility Management, Cleaning Agents, Utilities, Laboratory Supplies and Equipment, Analytical services).
- 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.**

**Desirable requirements:**

- Knowledge of Italian language.

**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 (only applicable for Prague):** 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/>

Competitive salary, Annual bonus, Flexible working schedule, tailored to your needs, 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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Prague  
Company / Legal Entity  
CZ02 (FCRS = CZ002) Novartis s.r.o  
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Beschaffung  
Job Type  
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Employment Type  
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