

Regional Category Manager Meetings and Events

Job ID
REQ-10037884
Gen 23, 2025
Messico

Sommario

Location: Mexico City #Hybrid

About the Role:

The Regional Category Manager for the Meetings and Events category is responsible for overseeing and managing all aspects related to meetings and events procurement within the organization. This role requires a strong focus on innovation, cost savings, stakeholder engagement, supplier management, contract renewal, negotiation, category strategy, and teamwork.

About the Role

Major accountabilities:

- Follow up on meetings and events category, proposing innovative ideas, and generating cost savings for the category.
- Maintain relationships with stakeholders of meetings and events, ensuring their needs are met effectively.
- Ensure timely renewal of contracts and conduct effective negotiations with suppliers in the category.
- Develop and implement strategies for the growth and organization of the meetings and events category.
- Demonstrate a service-oriented attitude at all times, ensuring the highest level of customer satisfaction.
- Foster and promote teamwork by collaborating with internal stakeholders and cross-functional teams. Conduct procurement activities such as Requests for Proposals (RFPs), Requests for Information (RFIs), and auctions.
- Establish and maintain relationships with preferred and diverse suppliers within the meetings and events category.
- Manage payment terms and ensure compliance with financial policies and procedures.

Minimum Requirements:

- Proven experience in category management, specifically in the meetings and events category.
- Strong negotiation and contract management skills.
- Demonstrated ability to propose innovative ideas and generate cost savings. Excellent interpersonal and communication skills to effectively engage with stakeholders.
- Solid understanding of procurement processes, including RFPs, RFIs, and auctions. Ability to develop and execute category strategies to drive growth and organization.
- Detail-oriented with good analytical and problem-solving skills.
- Proficient in maintaining relationships with suppliers and ensuring payment terms are met. Service-oriented mindset and a collaborative approach to work.

- Advanced 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>

Join our Novartis Network: Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <https://talentnetwork.novartis.com/network>

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>

Divisione

Operations

Business Unit

CTS

Posizione

Messico

Sito

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area

procurement

Job Type

Full time

Employment Type

Regular

Shift Work

No

[Apply to Job](#)

Accessibility and accommodation

Novartis is committed to work with and provide reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to perform the essential functions of a position, please send an e-mail to tas.mexico@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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

Job ID
REQ-10037884

Regional Category Manager Meetings and Events

[Apply to Job](#)

Source URL: <https://www.adacap.com/careers/career-search/job/details/req-10037884-regional-category-manager-meetings-and-events>

List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://talentnetwork.novartis.com/network>
3. <https://www.novartis.com/careers/benefits-rewards>
4. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/INSURGENTES/Regional-Category-Manager-Meetings-and-Events_REQ-10037884-1
5. <mailto:tas.mexico@novartis.com>
6. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/INSURGENTES/Regional-Category-Manager-Meetings-and-Events_REQ-10037884-1