

Procurement Specialist Facility Services CH

Job ID
REQ-10055045

6月 18, 2025

Czech Republic

摘要

-To be responsible for multiple categories in one country OR one cross divisional category in one country part of the Category aligned teams. May lead the delivery of individual projects defined as part of the Annual Category Plan; to focus on project delivery with activities including requirements gathering, market analysis, qualifying and selecting suppliers with the relevant Business Partners and stakeholders, as well as non-sourcing projects such as demand management and process improvement.

About the Role

#LI-Hybrid

Location: Prague, Czech Republic

Major accountabilities:

- Implement global category strategy at local level OR implement sourcing business plan for area of responsibility; directly deploys global category strategy at site level.
- Supervise the implementation of sourcing plans for the sub-category & deliver sub-category savings targets following engagement in the target setting process.
- Provide input into the overall Category segmentation and identification of key supplier relationships or may directly control purchases with respect to supplier choice, timing and commercial conditions on a local basis (may vary between divisions depending on way spend is controlled).
- Manage strategic sub-category supplier relationships, and implement consistent key performance indicators for the sub-category, and report on suppliers' performance.
- Collect supplier information and feedback from Divisions, countries, sites, Category teams and Business Partners, and deliver Procurement Balanced Scorecard metrics for the relevant sub-category.
- Create, apply, complete and reviews major contracts for the sub-category and ensure that negotiated contracts are clearly communicated for the sub-category area and that they are consistently applied [Cross -Divisional/Pharma spend \$12 - \$25m NCH/SDZ/NVD/NIBR spend \$10 - \$20m].
- 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.
- Distribution of marketing samples (where applicable)

Key performance indicators:

- performance in accordance with defined KPIs -Value Delivery (Financial) & Customer Delivery (service Provision)

Minimum Requirements:

Work Experience:

- Collaborating across boundaries.
- Cross Cultural Experience.
- Major Change.
- Organization Scope; Scale and Complexity.
- Operations Management and Execution.
- Representing the organization.
- Project Management.

Skills:

- Internal And External Customer Needs Analysis & Satisfaction Studies.
- Negotiating.
- Root Cause Analysis And Problem-Solving.
- Vendor Management.

Languages :

- English
- German language advantage

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部门

Operations

Business Unit

Universal Hierarchy Node

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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