

## Procurement Manager NTO

Job ID  
REQ-10066521

12月 09, 2025

Mexico

### 摘要

Job Description Summary

Location: Mexico City #Hybrid

About the role:

This position will lead the effort of implementing and managing global/regional and local Procurement Strategies for CAPEX & OPEX Categories in alignment with key stakeholders.

### About the Role

Major accountabilities:

- Develop and actioning plans to achieve the targets while driving benchmarks, creating value beyond cost, incorporating technology to the services, managing suppliers, etc.
- Provide end-to-end procurement management at site through the alignment of the business requirements, operational excellence, strategic sourcing and negotiation expertise, supplier

market intelligence, financial productivity and mitigation of risks.

- 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

#### Minimum Requirements:

- University/Advanced degree is required.
- Vendor Management experience - driving large global vendors ( US Preferable)
- Minimum 5 years' experience in Procurement
- Data analysis with the ability to navigate across Novartis platforms/systems
- Ability to identify & deliver value creation projects
- Ability to engage with business & influence stakeholders across multiple business units
- Fluent English

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部门

Operations

Business Unit  
Purchasing & Sourcing

地点  
Mexico

站点  
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

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## Accessibility and accommodation

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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](mailto: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.

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