

## Sourcing Associate

Job ID  
REQ-10078249

6月 24, 2026

Malaysia

### 摘要

The Buyer role manages end-to-end sourcing and contracting activities, including bidding, supplier selection, negotiations, and contract management. It ensures alignment with procurement processes, delivers cost savings and value through analytics and market insights, manages supplier performance and risks, and supports continuous improvement, reporting, and stakeholder collaboration.

### About the Role

#### Major Accountabilities

- Execute sourcing and bidding processes, including supplier selection and eSourcing events.
- Analyze business requirements and develop sourcing strategies/opportunity assessments.
- Lead supplier communication, training, bidding analysis, and award decisions.
- Conduct negotiations to secure optimal pricing and value.

- Prepare, negotiate, and manage contracts throughout their lifecycle.
- Track savings, financial productivity, and procurement KPIs.
- Monitor supplier performance, risks, and contract compliance; manage renewals/terminations.
- Drive continuous improvement, reporting, and data quality within procurement processes.

## Minimum Requirements

- 2+ years of experience in procurement or a similar global operations role.
- Mandatory Japanese language proficiency.
- Experience in procurement operations or equivalent functions. Strong skills in reporting, analytics, and presentation tools.
- Experience with spend analysis, optimization, and eSourcing tools.
- Understanding of multinational business operations and ability to work in virtual teams.
- Strong stakeholder management, communication, and negotiation skills.
- Analytical mindset, proactive approach, organizational skills, and high learning agility.

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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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部门  
Operations

Business Unit  
Purchasing & Sourcing

地点  
Malaysia

站点  
Selangor

Company / Legal Entity  
MY01 (FCRS = MY001) Novartis Corporation (Malaysia) Sdn. Bhd. (19710100054)

Functional Area  
Procurement

Job Type  
Full time

Employment Type  
Regular

Shift Work  
No

```
var kPlayer = KalturaPlayer55802022 || KalturaPlayer; var config = { targetId:
"kalturaplayer6a3c0324489b3566829698", provider: { widgetId: "10m7rm1pm", partnerId:
"2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause: false, muted: false, loop:
false }, sources: { options: {}, startTime: 0 }, disableUserCache: "true", plugins: {}, sources: { options:
{}, startTime: 0 }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu:
false }, components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets:
['Playback', 'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get:
kPlayer.ui.components.Remove } ] } }; // Check and add plugins only if they exist if
(kPlayer.plugins["download"]) { config.plugins.download = { disable: true }; } if
(kPlayer.plugins["transcript"]) { config.plugins["playkit-js-transcript"] = { position: "right", // Default:
bottom;('left', 'right', 'top', 'bottom') to enable transcript. expandMode: "over", // Default:
```

```
alongside;('alongside', 'hidden', 'over') expandOnFirstPlay: false, showTime: true, downloadDisabled:
false, printDisabled: false, disable: true }; } if (kPlayer.plugins["preventSeek"]) {
config.plugins.preventSeek = { preventSeekForward: false, preventSeek: false }; }
config.plugins.floating = { disable: true }; if (kPlayer.plugins["navigation"]) { config.plugins.navigation =
{ position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; } if
(kPlayer.plugins["hotspots"]) { config.plugins['playkit-js-hotspots'] = { disable: true }; } if
(kPlayer.plugins["moderation"]) { config.plugins['playkit-js-moderation'] = { disable: true }; } if
(kPlayer.plugins["info"]) { config.plugins['playkit-js-info'] = { disable: true }; } if
(kPlayer.plugins["share"]) { config.plugins.share = { disable: true }; } config.ui.uiComponents = []; if
(kPlayer.plugins["googleAnalytics"]) { config.plugins.googleTagManager = {};
config.plugins.googleTagManager.customEventsTracking = {};
config.plugins.googleTagManager.containerId = 'GTM-57RJQ5';
config.plugins.googleTagManager.customEventsTracking.custom = [];
config.plugins.googleTagManager.customEventsTracking = { preset: { coreEvents: true, UIEvents:
false, playlistEvents: false, castEvents: false } }; }
```

```
// Ensure the global player registry array always exists, regardless of embed type.
window.kalturaPlayerVideos = window.kalturaPlayerVideos || []; try { var kalturaPlayer =
kPlayer.setup(config); // Add the player to the global array.
window.kalturaPlayerVideos.push(kalturaPlayer); // Load the Player for other media.
kalturaPlayer.loadMedia({entryId: "1d_gfvmafo"}); } catch (e) { console.error(e.message) }
```

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