

Buyer (with Italian)

Job ID
REQ-10024558
Oct 24, 2024
Czech Republic

Summary

To be responsible for one category in one country and support the implementation of Category Strategy and Annual Category Plan, deliver projects and initiatives, and execute Supplier Performance and Innovation; to support the Category leadership with the day-to-day activities of Category management.

About the Role

Major accountabilities:

- End to end support on sourcing and contracting activities for Italian market
- Categories: Marketing and corporate spend
- Support the development of the Category Strategy and the Annual Category Plan for Novartis Italy
- Implement sourcing business plan for area of responsibility -Deploy actions within categories, support the development of Category targets, and deliver savings targets where appropriate -Support the aggregation of all Category level data across Divisions to inform the top-down target setting process.
- Support the collection of supplier, market, Category and internal business information at country level
- Collaborate with Region Europe and Global Category Managers to implement the Procurement strategies in the country.
- Supports the tracking and documentation of risk and issue management for the category.
- Facilitate contract management and execution for Novartis Italy
- Vendor Master data maintenance
- Understand applied practice, concepts and process in one or more procurement disciplines (e.g. category management, negotiation, contracts, systems and processes, project or information management).
- Create/Manage spend, Savings, Vendors, POs reports for the categories under the scope.

Minimum Requirements:

- Procurement Experience 1 to 3 years.
- Experience in Excel & MS Office tools
- Internal And External Customer Needs Analysis & Satisfaction Studies.
- Negotiation skills
- Root Cause Analysis And Problem-Solving.
- Vendor Management
- SAP Ariba experience

Languages :

- English

- Italian is essential
- Spanish/French is an advantage

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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Division

Operations

Business Unit

CTS

Location

Czech Republic

Site

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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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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