

Vodja nabave za lokacijo (m/z/d) / Site Procurement Lead (m/f/d)

Job ID
REQ-10052847
Jun 11, 2025
Slovenia

Summary

#LI-Hybrid

Responsible for acting the lead procurement contact for assigned sites for all supplier and material related activities under her/his area of responsibility for one or more Procurement categories and holding responsibility for material supply to sites (right time & quality), coordinating site PPV initiatives, External inventory, aligning Direct & Indirect Procurement strategy with sites and providing leadership on implementation and execution of agreed strategy. Working in accordance with legislation, internal rules, good practices and business objectives. Management and development of associates.

Odgovornost za opravljanje vodilne vloge kontakta nabave za dodeljene lokacije za vse aktivnosti glede dobaviteljev in materiala v svojem odgovornem področju za eno ali več nabavnih kategorij ter odgovornost za dobavo materialov na lokacije (pravi čas in kakovost), usklajevanje pobud za zmanjšanje stroškov nabave na lokacijah (PPV), zunanjih zalog, usklajevanje strategije nabave z lokacijami in zagotavljanje vodstva pri izvajanju dogovorjene strategije. Tesno sodelovanje z vodstvenimi timi na lokacijah in podpornimi funkcijami. Delovanje skladno z zakonodajo, internimi predpisi, dobrimi praksami in poslovnimi cilji. Skrb za vodenje in razvoj sodelavcev.

About the Role

Key Responsibilities:

- Act as the Single Point of Contact (SPOC) of whole ESO organization towards assigned sites, participates in sites governance meetings
- Manages Tier 3 suppliers to optimize costs and maximize value
- Conduct regular site PPV (Purchase Price Variance) reviews to identify and address any pricing variances
- Coordinates TGT and LF (target and latest forecast) cycles for 3rd party materials per site
- Coordinates major supply issues per site and manages escalations from Tier 3 suppliers

Essential Requirements:

- Bachelor's degree in Business or similar preferred.
- Minimum 5 years of relevant working experience.
- Excellent spoken and written English.
- Excellent communication skills; ability to work collaboratively with diverse teams

We offer **permanent employment** with **6 months** of probation period. Submit your application with the CV in Slovenian and English language.

Benefits and Rewards: Competitive salary, Annual bonus, Flexible working schedule, tailored to your needs, possibility to work from home, Pension scheme, Employee Recognition Scheme, Expanded program for the promotion of health in the field of physical, mental and social well-being (Well-being), Unlimited learning and development opportunities.

Read our handbook to learn about all the ways we'll help you thrive personally and professionally: <https://www.novartis.com/careers/benefits-rewards>

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>

Vaše ključne odgovornosti:

- Delovanje kot enotna kontaktna točka (SPOC) celotne organizacije ESO do dodeljenih lokacij, sodelovanje na sestankih o upravljanju lokacij
- Upravljanje dobaviteljev stopnje 3 za optimizacijo stroškov in povečanje vrednosti
- Izvajanje rednih pregledov PPV (odstopanje nakupne cene) na spletnem mestu, za ugotavljanje in obravnavanje morebitnih odstopanj cen
- Usklajevanje ciklov TGT in LF za materiale 3rd party na lokacijo
- Usklajevanje glavnih težav z oskrbo na lokacijo in upravljanje eskalacije dobaviteljev stopnje 3

Vaš doprinos k delovnem mestu:

- Zaželeno je diploma iz poslovanja ali podobnega področja.
- Najmanj 5 let ustreznih delovnih izkušenj.
- Odlično govorno in pisno znanje angleškega jezika.
- Odlične komunikacijske veščine; sposobnost sodelovanja z različnimi ekipami.

Z izbranim kandidatom bomo sklenili delovno razmerje za **nedoločen čas** s poskusno dobo **6 mesecev**. Prijavo oddajte z življenjepisom v slovenskem in angleškem jeziku.

Ugodnosti in nagrajevanje: Konkurenčen plačni paket, letni bonus, fleksibilen način dela z možnostjo prilagajanja urnika in delom od doma, pokojninska shema, shema nagrajevanja in priznanja dosežkov, razširjeni program promocije zdravja na področju telesnega, duševnega in fizičnega počutja (iniciativa Polni življenja), številne priložnosti za učenje in razvoj.

Preberite naš priročnik, da spoznate načine, s katerimi bomo spodbujali vaš osebni in profesionalni razvoj: <https://www.novartis.com/careers/benefits-rewards>

Zakaj Novartis: Pomagati bolnikom in njihovim družinam zahteva več kot le inovativno znanost. Potrebna je

skupnost zavzetih ljudi, kot ste vi. V Novartisu cenimo sodelovanje, podporo in navdihovanje drug drugega za razvoj prebojnih terapij, ki spreminjajo življenja pacientov. Ste pripravljeni ustvariti svetlejšo prihodnost skupaj z nami? <https://www.novartis.com/about/strategy/people-and-culture>

Pridružite se Novartisu: Ni pravo delovno mesto za vas? Prijavite se v našo bazo talentov, da ostanete v kontaktu z nami in se seznanite z ustreznimi kariernimi priložnostmi takoj, ko se pojavijo: <https://talentnetwork.novartis.com/network>

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>

Division

Operations

Business Unit

Universal Hierarchy Node

Location

Slovenia

Site

Ljubljana

Company / Legal Entity

SI19 (FCRS = SI019) Novartis farmacevtska proizvodnja d.o.o.

Functional Area

Procurement

Job Type

Full time

Employment Type

Regular

Shift Work

No

[Apply to Job](#)

Accessibility and accommodation

Novartis is committed to working with and providing 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 diversity.inclusion_slo@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-10052847

Vodja nabave za lokacijo (m/z/d) / Site Procurement Lead (m/f/d)

[Apply to Job](#)

Source URL: <https://prod1.id.novartis.com/id-en/careers/career-search/job/details/req-10052847-vodja-nabave-za-lokacijo-mzd-site-procurement-lead-mfd>

List of links present in page

1. <https://www.novartis.com/careers/benefits-rewards>
2. <https://www.novartis.com/about/strategy/people-and-culture>
3. <https://talentnetwork.novartis.com/network>
4. <https://www.novartis.com/careers/benefits-rewards>
5. <https://www.novartis.com/about/strategy/people-and-culture>
6. <https://talentnetwork.novartis.com/network>
7. <https://www.novartis.com/about/strategy/people-and-culture>
8. <https://talentnetwork.novartis.com/network>
9. <https://www.novartis.com/careers/benefits-rewards>
10. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Ljubljana/Site-Procurement-Lead_REQ-10052847
11. mailto:diversity.inclusion_slo@novartis.com
12. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Ljubljana/Site-Procurement-Lead_REQ-10052847