

## Senior Buyer (with English)

Job ID  
REQ-10037998

1月 27, 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

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
- 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.

Minimum Requirements:

Work Experience:

- Minimum 4 years' of experience of working in a global environment in a similar position of advantage.
- Experience of working in Procurement operations or equivalent operations.
- Experience in reporting & advanced analytical and presentation tools.
- Experience in Spend reporting, analysis and optimization.
- Experience with eSourcing tools.
- Good understanding of operations and business culture of multinational company.
- Ability to work in virtual teams and with remote stakeholders.
- Experience in supporting clients directly / managing Stakeholders.
- High proven interpersonal, communication & negotiation and skills.
- Advanced Analytical & Conceptual Thinking, organizational skills, results oriented and proactive.
- Strong sense for independence and self-drive.
- Curious mind and high motivation to learn.

Languages :

- English.

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>

部门

Operations

Business Unit

Innovative Medicines

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

[Apply to Job](#)

## Accessibility and accommodation

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to [di.cz@novartis.com](mailto:di.cz@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-10037998

## Senior Buyer (with English)

[Apply to Job](#)

---

### Source URL:

<https://prod1.novartis.com.cn/careers/career-search/job/details/req-10037998-senior-buyer-english>

### List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://talentnetwork.novartis.com/network>
3. <https://www.novartis.com/careers/benefits-rewards>
4. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Prague/Senior-Buyer--with-English-REQ-10037998>
5. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Prague/Senior-Buyer--with-English-REQ-10037998>