

## Associate Clinical sourcing Manager

Job ID  
REQ-10066665

11月 19, 2025

India

### 摘要

The Associate Clinical Sourcing Manager supports Novartis clinical trials by managing sourcing activities for Contract Research Organisations (CROs). Ensure compliant, timely, and cost-effective external service delivery to enable the Novartis drug development pipeline.

### About the Role

#### Key Responsibilities

- Prepare and release RFI, RFP, and RFQs; negotiate with suppliers for new requests and scope changes.
- Act as primary contact for vendors on scope of work, assumptions, pricing, and payment schedules.
- Negotiate, develop, and execute contract frameworks (MSAs, SLAs) with key suppliers and ensure implementation.

- Collaborate with legal, finance, and QA to ensure agreements minimise risk and deliver commercial advantage.
- Drive supplier selection based on category strategy, value-added services, and cost optimisation.
- Monitor compliance, reduce maverick spend, and deliver annual productivity improvements.
- Manage complete contract packages for clinical ESP activities, ensuring SOX and company compliance.
- Support vendor audits and corrective action plans.
- Track supplier performance against expectations and contracts.
- Identify and implement innovative sourcing solutions to create value.
- Plan and manage projects considering priorities, resources, budgets, and constraints.
- Build sustainable stakeholder relationships across business structures and networks.

## Minimum Requirements

- Bachelor ' s degree in Life Sciences, Chemistry, Biochemistry, or Pharmaceutical Sciences.
- Minimum 5 years ' experience in Clinical Development, Pharma R&D, or Procurement.
- Minimum 5 years ' experience in outsourcing within Pharma or CRO industry.
- Fluent in English and French (spoken and written).

## Desirable Requirements

- Master ' s degree or MBA in business administration or scientific field.

## Benefits & Rewards

Czech Republic: Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement); 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program - choice of benefits from Benefit Plus Cafeteria in the amount of 17,500 CZK per year; Meal vouchers in amount of 105 CZK for each working day (full tax covered by company); Public Transportation allowance; MultiSport Card, Employee Share Purchase Plan. Find out more about Novartis Business Services: <https://www.novartis.cz/>

## Commitment to Diversity and Inclusion / EEO paragraph:

Novartis is committed to building an outstanding, inclusive work environment and diverse teams representative of the patients and communities we serve.

## Accessibility and Accommodation:

Czech Republic: 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.

India: 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 [diversityandincl.india@novartis.com](mailto:diversityandincl.india@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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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部门  
Operations

Business Unit  
Purchasing & Sourcing

地点  
India

站点  
Hyderabad (Office)

Company / Legal Entity  
IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Alternative Location 1  
Prague, Czech Republic

Functional Area  
Procurement

Job Type  
Full time

Employment Type  
Regular

Shift Work  
No

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