

# CPS Procurement Specialist CH

Job ID  
REQ-10080901  
Июн. 20, 2026  
Чехия

## Сводка

-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:

- Lead sourcing plans, negotiations and deliver savings targets aligned with category strategy.
- Develop and execute category strategies for capital investment projects. Manage supplier relationships and resolve performance issues promptly.
- Define specifications and support demand management for capital projects. Drive business planning and ensure timely execution of strategic initiatives.
- Monitor supplier performance using consistent KPIs and feedback loops.
- Collect and analyze supplier data across divisions and business partners.
- Create and manage major contracts, ensuring clarity and compliance.
- Communicate negotiated contracts and ensure consistent application.
- Oversee budget and resource allocation for procurement activities.

### Minimum Requirements:

- Experience of working in Procurement and/or knowledge of Real Estate Facility Services (REFS) capital projects.
- Excellent communication and negotiation skills to manage senior stakeholders and lead global negotiations with suppliers mainly from Switzerland.
- Excellent knowledge of German and English language.
- Good understanding of operations and business culture of multinational company.
- Ability to work in virtual teams and with remote stakeholders.
- Strong sense for independence and self-drive.
- Curious mind and high motivation to learn.

**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>

### Commitment to Diversity & Inclusion:

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Primary location salary range  
Kč792,190.00 - Kč1,471,210.00

Дивизион  
Operations

Business Unit  
Purchasing & Sourcing

Место  
Чехия

Сайт  
Prague

Company / Legal Entity  
CZ02 (FCRS = CZ002) Novartis s.r.o.

Functional Area

Закупки  
Job Type

Full time

Employment Type

Regular

Shift Work

No

### 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.

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