

Procurement PMO Manager

Job ID
REQ-10082906
июл 17, 2026
Мексика
Available in: English

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

- Manage and govern a portfolio of Procurement strategic, operational, and transformation initiatives, ensuring alignment with business priorities and objectives.
- Establish and maintain program governance, roadmaps, performance metrics, risk management processes, and executive reporting mechanisms.
- Monitor project health, risks, dependencies, and delivery outcomes across multiple workstreams, driving timely issue resolution.
- Own Procurement performance management, including KPI governance, dashboards, scorecards, business reviews, and executive reporting.
- Leverage analytics, automation, and AI-enabled tools to generate actionable insights, improve decision-making, and enhance business visibility.
- Support Procurement digital transformation by identifying and implementing automation, digital, and AI-driven process improvements.
- Ensure compliance with governance standards, internal controls, audit requirements, and risk management frameworks while driving operational excellence.
- Build strong cross-functional partnerships and lead stakeholder engagement, change management, and adoption activities to deliver sustainable business outcomes.

Minimum Requirements

- Bachelor's degree in Business Administration, Engineering, Information Technology, Finance, Economics, or a related field.
- Minimum 7+ years of experience in PMO, Program Management, Strategy & Operations, Business Transformation, Performance Management, or related functions.
- Proven experience managing complex cross-functional programs and strategic initiatives in Procurement, Supply Chain, Shared Services, Operations, or similar environments.
- Demonstrated success delivering transformation, digital enable

Commitment to Diversity and Inclusion

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

Accessibility and Accommodation:

Novartis is committed to work with and provide 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 tas.mexico@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 tiene el compromiso de trabajar y proporcionar adaptaciones razonables para personas con discapacidad. Si, debido a una condición médica o discapacidad, necesita una adaptación razonable para cualquier parte del proceso de contratación, o para desempeñar las funciones esenciales de un puesto, envíe un correo electrónico a tas.mexico@novartis.com y permítanos conocer la naturaleza de su solicitud y su información de contacto. Incluya el número de posición en su mensaje.

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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>

Benefits and Rewards: Learn about all the ways we'll help you thrive personally and professionally.
[Read our handbook \(PDF 30 MB\)](#)

Дивизион
Operations
Business Unit
Purchasing & Sourcing
Место
Мексика
Сайт
INSURGENTES
Company / Legal Entity
MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.
Functional Area
Закупки
Job Type
Full time

Employment Type

Regular

Shift Work

No

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