Procurement Manager Technical Operations (Fixed-Term Contract – 18 months)

Job ID
REQ-10088779
Окт. 15, 2026
Чехия

Сводка

#LI-Hybrid
Internal job title: Procurement Manager Tech Ops
Location: Prague, Czech Republic

This role is based in Prague, Czech Republic. Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you.

The Procurement Manager is responsible for managing multiple indirect categories across one or more countries and delivering sourcing and value creation initiatives aligned with the Annual Category Plan. The role focuses on cost reduction, demand management, innovation, risk management, contracting, supplier performance, and organizational change. Responsibilities include stakeholder engagement, requirements gathering, market assessments, TCO analysis, supplier qualification and selection, contract negotiations, and leading the implementation and adoption of sourcing, demand optimization, and process improvement initiatives.

About the Role

Major accountabilities:

- Implement procurement strategies and sourcing plans for assigned categories and sites, ensuring alignment with business needs and company objectives.
- Lead Source to Contracting projects. Identify and deliver cost savings, cost avoidance, process compliance and value creation targets.
- Identify sourcing opportunities, evaluate suppliers, and support supplier selection, commercial decisions, and procurement planning.
- Manage supplier relationships, monitor and report supplier performance, and drive continuous improvement initiatives.
- Gather stakeholder and supplier feedback, track procurement performance metrics, and provide regular reporting on category activities.
- Lead contract negotiations and ensure contracts are implemented in alignment with compliance and legal requirements, communicated, and managed effectively throughout their lifecycle.
- Address supplier performance issues, mitigate supply risks, and ensure timely resolution of business concerns.
- Escalate any product quality, technical, or compliance-related concerns according to company procedures and timelines.

Key performance indicators:

- Delivery of agreed cost savings and value creation targets.
- Timely completion of sourcing and contracting projects.
- Stakeholder satisfaction and business partnership effectiveness.
- Supplier performance improvements and risk mitigation.
- Compliance with procurement policies and processes.
- Adoption and implementation of sourcing, demand management, and process improvement initiatives.

Benefits & Rewards

792,190.00 - 1,131,700.00 - 1,471,210.00 CZK Annual

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

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 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 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

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

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
Temporary (Fixed Term)
Shift Work
No

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4. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Prague/Procurement-Manager-Technical-Operations--Fixed-Term-Contract---18-months-_REQ-10088779-2