

# Regional Procurement Category Manager API & Drug Product (m/f/d)

Job ID  
REQ-10037080  
Feb 26, 2025  
Slovenia

## Summary

We are seeking a Regional Procurement Category Manager. In this role, you will plan and lead all strategic aspects within the category, across platforms on a global level and develop proposals for strategic business decisions. The role provides high value procurement solutions to the business and category strategies; support third party vendor selection, vendor development, technology management and performance measurement activities. The Regional Procurement Category Manager DS/DP/FP ensures best-in-class delivery of external services and products in the DS/DP/FP category to support projects and to realize year-on-year productivity improvements, cost savings, and process improvements in close collaboration with the stakeholders in the business.

## About the Role

### Key Responsibilities :

- Planning, organizing and managing projects taking into account priorities, resources, budgets, issues and constraints to achieve desired results; defining clear project scope and objectives; utilizing software and tools to plan, track and report status.
- Participating in and / or leading financial discussions. Applying financial knowledge to participate actively, e.g. in budgeting process, including tax aspects in sourcing strategies and structuring sophisticated deals with ecosystem partners.
- Maintaining and updating Procurement applications accordingly to the Procurement content (e.g. e-catalogs, user portal). Continuous improvement of procurement content and automation.
- Support definition and implementation of Procurement tools and processes.
- Accountable to work with stakeholders to identify the most cost-effective ways to deliver business objectives.
- Executing the Source-to-Contract process including respective strategies, approaches and methods: Preparing and conducting fact-based negotiations. Adapting tactics from a broad portfolio of negotiation strategies to achieve results that support business and Procurement objectives.
- Proactive assessment of new ways of working, involving innovative scientific & technical solutions by identifying and on-boarding the right suppliers.
- Achieving results by proactively building long-term, sustainable and effective relationships, understanding the stakeholder landscape and demonstrating political astuteness across business structures and networks.

### Essential Requirements:

- University/Advanced degree is required. Master's Degree/other advanced degree is preferred
- 2-5 years of relevant business experience (industry specific experience)
- Preferably minimum 5-10 years of experience in Procurement (category management) or other related experience within the Pharmaceutical industry, preferably in supplier / CMO management, or related area, with a focus in the direct materials ideally Drug substance or Drug product
- Strong project management or other leadership experience.
- Active knowledge of English

We offer **permanent employment** with **6 months** of probation period. Submit your application with the CV in Slovenian and English language.

#### **You'll receive:**

Competitive salary, Annual bonus, Flexible working schedule, tailored to your needs, possibility to work from home, Pension scheme, Employee Recognition Scheme, Expanded program for the promotion of health in the field of physical, mental and social well-being (Wellbeing), Unlimited learning and development opportunities.

#### **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.

## **NAZIV DELOVNEGA MESTA**

### **Regionalni ekspert nabavnih kategorij API(m/ž/d)**

#### **JOB DESCRIPTION:**

**Iščemo Regionalnega eksperta nabavnih kategorij. V tej vlogi boste načrtovali in vodili vse strateške vidike znotraj kategorije, po oddelkih, na regionalni ravni in razvijali predloge za strateške poslovne odločitve. Vloga zagotavlja rešitve za javna naročila visoke vrednosti za poslovne in kategorije strategij; Podpora izbiri prodajalcev tretjih oseb, razvoju dobaviteljev, upravljanju tehnologije in dejavnostim merjenja uspešnosti. API/GI za regionalna javna naročila zagotavlja najboljšo dostavo zunanjih storitev in izdelkov v kategoriji API/GI za podporo projektom in uresničevanje letnih izboljšav produktivnosti, prihrankov stroškov in izboljšav procesov v tesnem sodelovanju z deležniki v podjetju.**

#### **Vaše ključne odgovornosti:**

- **Načrtovanje, organiziranje in vodenje projektov ob upoštevanju**

**prednostnih nalog, virov, proračunov, vprašanj in omejitev za doseganje zelenih rezultatov; opredelitev jasnega obsega in ciljev projekta; z uporabo programske opreme in orodij za načrtovanje, sledenje in poročanje o stanju.**

- Sodelovanje in / ali vodenje finančnih razprav. Uporaba finančnega znanja za aktivno sodelovanje, npr. v procesu priprave proračuna, vključno z davčnimi vidiki v strategijah pridobivanja virov in strukturiranje sofisticiranih poslov s partnerji ekosistema.**
- Vzdrževanje in posodabljanje aplikacij za Naročila v skladu z vsebino Naročila (npr. e-katalogi, uporabniški portal). Nenehno izboljševanje vsebine javnih naročil in avtomatizacija.**
- Podpora pri opredelitvi in izvajanju orodij in procesov javnega naročanja.**
- Odgovoren za sodelovanje z zainteresiranimi stranmi pri prepoznavanju stroškovno najučinkovitejših načinov za doseganje poslovnih ciljev.**
- Izvajanje procesa od vira do pogodbe, vključno z ustreznimi strategijami, pristopi in metodami: Priprava in vodenje pogajanj na podlagi dejstev. Prilagajanje taktik iz širokega portfelja pogajalskih strategij za doseganje rezultatov, ki podpirajo poslovne cilje in cilje javnih naročil.**
- Proaktivno ocenjevanje novih načinov dela, vključno z inovativnimi znanstvenimi in tehničnimi rešitvami z opredelitvijo in vključitvijo pravih dobaviteljev.**
- Doseganje rezultatov s proaktivno izgradnjo dolgoročnih, trajnostnih in učinkovitih odnosov, razumevanjem okolja deležnikov in izkazovanjem politične prebrisanosti v poslovnih**

**strukturah in mrežah.**

**Vaš doprinos k delovnem mestu :**

- **Potrebna univerzitetna / višja stopnja izobrazbe, zaželen je magisterij/druga višja stopnja.**
- **2-5 let ustreznih poslovnih izkušenj (izkušnje v industriji).**
- **Najmanj 5-10 let izkušenj na področju javnih naročil ali drugih sorodnih izkušenj v farmacevtski industriji, po možnosti v upravljanju kategorij, upravljanju dobaviteljev ali sorodnem področju, s poudarkom na neposredni kategoriji / farmacevtskem področju.**
- **Izkušnje z vodenjem projektov ali drugimi vodstvenimi izkušnjami.**
- **Aktivno znanje angleškega jezika.**

**Z izbranim kandidatom bomo sklenili delovno razmerje za nedoločen čas s poskusno dobo 6 mesecev. Prijavo oddajte z življenjepisom v slovenskem in angleškem jeziku.**

**Kaj nudimo:**

**Konkurenčen plačni paket, letni bonus, fleksibilen način dela, z možnostjo prilagajanja urnika in delom od doma, pokojninsko shemo, shemo nagrajevanja in priznanja dosežkov, razširjeni program promocije zdravja na področju telesnega, duševnega in družbenega počutja (Polni življenja) ter dogodke, neomejene priložnosti za učenje in razvoj.**

**Predani smo raznolikosti in vključenosti**

**Novartis si prizadeva ustvariti izjemno, vključujoče delovno okolje in oblikovanje raznolikih timov, saj ti predstavljajo naše bolnike in**

## skupnosti, ki jih oskrbujemo.

**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>

Division

Operations

Business Unit

Innovative Medicines

Location

Slovenia

Site

Ljubljana

Company / Legal Entity

SI19 (FCRS = SI019) Novartis farmacevtska proizvodnja d.o.o.

Alternative Location 1

Barcelona Barberà, Spain

Functional Area

Procurement

Job Type

Full time

Employment Type

Regular

Shift Work

No

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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

[diversity.inclusion\\_slo@novartis.com](mailto:diversity.inclusion_slo@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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