

# Procurement Manager - IT

Job ID  
REQ-10039195  
Feb 04, 2025  
Czech Republic

## Summary

The role of an IT Procurement Manager involves providing high-value procurement solutions to the business, supporting third-party vendor selection, vendor development, technology management, and performance measurement activities. The goal is to ensure best-in-class delivery of external services and products in the Data, Digital & IT Category, achieving year-on-year productivity improvements, cost savings, and process improvements in close collaboration with business & IT stakeholders

## About the Role

### Major Accountabilities:

- To lead proactive sourcing projects, specification definition and demand management with a focus in the Infrastructure and Security domains.
- Manage sub-category-specific supplier performance and support in driving innovation agenda on AI/Gen AI with emerging technology providers.
- Implement strategic goals from an overall stakeholder strategy/Ecosystem/Category management perspective.
- 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.
- 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 IT, business and Procurement objectives.
- Responsible to work with stakeholders to identify the most cost-effective ways to manage/influence demand to deliver business objectives
- ensure the right balance between business needs and Novartis' strategy.
- Provide input into the overall Category or sub-category strategy about segmentation and identification of key supplier relationships, and lead business planning activities and ensure these projects are staffed and executed on a timely basis in line with the targeted goals.
- Analyzing specifications for optimization. Linking specification to customer value, challenging specification confidently. Conveying messages clearly and convincing stakeholders.
- Achieving results by proactively building long-term, sustainable and effective relationships, understanding the stakeholder landscape and demonstrating intelligence across business structures and networks.

### Minimum Requirements:

- > 5-10 years of experience in IT Procurement, preferably with a focus in the IT Infrastructure and Security domain

- Strong project management and stakeholder management experience
- Internal And External Customer Needs Analysis & Satisfaction Studies.
- 
- Root Cause Analysis And Problem-Solving.
- Vendor Management.

**Languages :**

- Excellent spoken and written English

Why Novartis: Our purpose is to reimagine medicine to improve and extend people’s lives and our vision is to become the most valued and trusted medicines company in the world.

How can we achieve this?

With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

Join our Novartis Network: If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Network here:

<https://talentnetwork.novartis.com/network>

**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

CTS

Location

Czech Republic

Site

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o

Alternative Location 1

Barcelona Gran Vía, Spain

Functional Area

Procurement

Job Type

Full time

Employment Type

Regular  
Shift Work  
No  
[Apply to Job](#)

## 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.

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

Job ID  
REQ-10039195

## Procurement Manager - IT

[Apply to Job](#)

---

**Source URL:** <https://prod1.adacap.com/careers/career-search/job/details/req-10039195-procurement-manager-it>

### List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://talentnetwork.novartis.com/network>
3. <https://www.novartis.com/careers/benefits-rewards>
4. [https://novartis.wd3.myworkdayjobs.com/en-US/Novartis\\_Careers/job/Prague/Procurement-Manager---IT\\_REQ-10039195](https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Prague/Procurement-Manager---IT_REQ-10039195)
5. [https://novartis.wd3.myworkdayjobs.com/en-US/Novartis\\_Careers/job/Prague/Procurement-Manager---IT\\_REQ-10039195](https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Prague/Procurement-Manager---IT_REQ-10039195)