

Procurement Operation Excellence Manager

Job ID

REQ-10071001

Jun 22, 2026

LOC_IN

About the Role

Job Description

Major accountabilities:

- Support spend transparency from Aladdin and Pandas to generate insights and align the 3-year Procurement strategy and roadmap.
- Support cross-functional Procurement projects
- Maintain procurement KPI tracking for business reviews
- Prepare key updates and strategic deliverables for Procurement leadership
- Help communicate strategic priorities, performance updates, and key highlights to Procurement associates and stakeholders.
- Contribute to operational excellence initiatives and projects, including standardization, automation, digital/AI enablement, and continuous improvement.
- Organize and facilitate governance forums and leadership workshops to support effective decision-making and execution.

Minimum Requirements:

Work Experience:

- Bachelor's degree with an MBA
- Work experience in the pharmaceuticals / life sciences or consulting industry
- 4–7 years of overall experience
- Experience in top-tier consulting firms / analytics experience
- Project management and stakeholder engagement

Skills:

- Advanced skills in Excel and PowerPoint; familiarity with data visualization tools (e.g., Power BI, Tableau).
- Strong analytical, problem solving and organizational skills.
- Effective communication skills with keen attention to detail.
- Comfortable working in a dynamic, cross-functional team environment.
- Ability to synthesize complex information into actionable insights.

Languages :

- English.

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 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 diversityandincl.india@novartis.com and let us

know the nature of your request and your contact information. Please include the job requisition number in your message

Role Requirements

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 \(PDF 30 MB\)](#)

Division

DIV_TO

Business Unit

Production / Manufacturing

Location

LOC_IN

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

FCT_PR

Job Type

Full time

Employment Type

Regular

Shift Work

No

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