

Procurement Manager Regional

Job ID

REQ-10080246

Jun 22, 2026

LOC_MX

About the Role

Major accountabilities:

- Implement global category strategy at local level OR implement sourcing business plan for area of responsibility; directly deploys global category strategy at Country level.
- Supervise the implementation of sourcing plans for the sub-category & deliver sub-category savings targets following engagement in the target setting process.
- Provide input into the overall Category segmentation and identification of key supplier relationships or may directly control purchases with respect to supplier choice, timing and commercial conditions on a local basis (may vary between divisions depending on way spend is controlled).
- Manage strategic sub-category supplier relationships, and implement consistent key performance indicators for the sub-category, and report on suppliers' performance.
- Collect supplier information and feedback from Divisions, countries, sites, Category teams and Business Partners, and deliver Procurement Balanced Scorecard metrics for the relevant sub-category.
- Create, apply, complete and reviews contracts for the sub-category and ensure that negotiated contracts are clearly communicated for the sub-category area and that they are consistently applied.
- Manage strategic sub-category supplier relationships, and implement consistent key performance indicators for the sub-category, ensuring that any supplier performance risks and issues are resolved on a timely basis to end-user satisfaction.
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt

Minimum Requirements:

Work Experience: 5 years

- Collaborating across boundaries.
- Cross Cultural Experience, and Major Change.
- Organization Scope; Scale and Complexity.
- Operations Management and Execution, Representing the organization and Project Management.

Skills:

- Analytics
- Negotiation
- Root Cause Analysis And Problem-Solving.
- Vendor Management.

Languages :

- English, Spanish, Portuguese

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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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

Purchasing & Sourcing

Location

LOC_MX

Site

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area

FCT_PR

Job Type

Full time

Employment Type

Regular

Shift Work

No

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