

Procurement Category Manager

Job ID

REQ-10082983

Jul 10, 2026

LOC_MX

About the Role

Major accountabilities:

- Plan, organize and execute procurement projects considering priorities, resources, budgets, timelines, issues and constraints to achieve agreed results; define clear project scope and objectives; use available tools to track and report progress.
- Support the translation of global, regional or local category strategies into sourcing plans and implementation activities for the assigned category, sub-category, country or business area.
- Execute sourcing plans and contribute to the delivery of category savings targets, in alignment with the target setting process and guidance from senior Procurement stakeholders.
- Provide input into category strategy, supplier segmentation, business needs and sourcing opportunities; coordinate activities to ensure projects are executed on time and in line with agreed objectives.
- Manage assigned supplier relationships and support the implementation of key performance indicators, ensuring supplier performance risks and issues are escalated and resolved in a timely manner.
- Execute the Source-to-Contract process, including sourcing strategy, market analysis, request for proposal activities, supplier evaluation, fact-based negotiations, contract preparation and handover to relevant stakeholders.
- Build effective relationships with internal and external stakeholders, understand business needs, and identify cost-effective ways to support business objectives while ensuring alignment with Novartis strategy, Procurement standards and compliance requirements.

Minimum Requirements:

- 5–7 years of experience in Procurement, including end-to-end sourcing and supplier selection, contracting processes, supplier management and category support.
- Operations management and execution discipline.
- Basic financial and commercial understanding, and data analysis.
- Stakeholder management experience across business functions, with effective communication and exposure to senior leaders as needed.
- Industry or business exposure relevant to the assigned category or market.
- Ability to work collaboratively across multidisciplinary regional and local teams.
- Spanish and 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 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

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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