

# Sr. Operational Excellence Specialist

Job ID  
REQ-10043004  
Mar 27, 2025  
Czech Republic

## Summary

In this role as Sr. Operational Excellence Specialist, you will establish and maintain effective measures to monitor and ensure that the global process is fully and consistently implemented across the global function. Lead continuous improvement program to define and implement actions and projects to continuously enhance the process effectiveness and efficiency.

## About the Role

### Major accountabilities:

- Manage the creation, deployment and ongoing maintenance of metrics and benchmark to monitor the performance of the global process and its enabling system.
- Responsible for the management of the end-to-end procurement process by enabling globally defined solutions and driving the local adoption in order to achieve Sourcing excellence.
- Support the process super user community, ensuring regular engagement, training (including process and tool demo) and collection of feedback.
- Provide guidance and support to the global team and identify areas requiring process and systems reviews.
- Coordinate and support process reviews and provide direction to develop and implement action plans to address identified gaps.
- Support the execution of the performance improvement plans.
- Champion specific projects and change management activities to fully establish and continuously improve the process.
- Facilitate the discussion with key stakeholders, within procurement and with other functions, to identify opportunities and to drive full process adoption.

### Minimum Requirements:

- 3-5 years of experience in Procurement
- 5-10 year of experience in Operational Excellence
- Expert in SAP ARIBA Sourcing and Contracting
- Process and Governance and Continuous improvement (Green Belt certification desired)
- Expert Communication and stakeholder management skills
- Analytical savvy understanding situations and proposing solutions based on data
- Value-Effort mindset evaluating quick wins and long-term plans
- Prioritization expert being able navigate in complex environments

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Division

Operations

Business Unit

CTS

Location

Czech Republic

Site

Prague

Company / Legal Entity

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

Alternative Location 1

Hyderabad (Office), India

Functional Area

Procurement

Job Type

Full time

Employment Type

Regular

Shift Work

No

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