

# Senior Global Project Manager

Job ID  
REQ-10043919  
Mar 12, 2025  
Czech Republic

## Summary

The Senior Global Project Manager supports the Procurement leadership team by leading cross-category and cross-divisional activities that drive maximum productivity, properly allocate procurement resources, drive effective strategy and tactics and ensure professional communication and execution of procurement projects and activities globally. The role is accountable for partnering with a global Procurement tower for the management of a project portfolio.

## About the Role

### MAJOR ACCOUNTABILITIES

- Accountable for partnering with a global Procurement tower for the management of a project portfolio.
- Shapes global portfolio through broad expertise and thought leadership.
- Creating Procurement vision based on advanced insights into procurement leading practices and experience in strategy development. Linking Procurement strategy to Novartis' overall strategy and conveying it clearly to the organization.
- Mapping the value chain, analyzing it and deriving potential scenarios. Includes the understanding and application of total cost of ownership, and should cost modelling.
- Deriving game-changing strategies by defining clear category objectives, working with analytical data, business stakeholders and market expertise. Aligning strategies to measurable target and clearly conveying them to the organization.
- Compliance & risk management: supporting reports to determine appropriate compliance level. Monitoring end-to-end compliance (budget, payment, vendor PO, contract invoice, buying channel, etc.) and deriving corrective actions to improve compliance. Applying risk management processes including identifying and evaluating risks, and defining and executing a risk mitigation plan.
- Managing data analysis and reporting, e.g. analyzing spend, demand, supply markets and competitors. Extracting, cleansing and consolidating information to fact-based insights for further usage e.g. in category strategies.
- Participating in and / or leading financial discussions. Applying financial knowledge to participate actively, e.g. in budgeting process, including tax aspects in sourcing strategies and structuring sophisticated deals with ecosystem partners.
- Project management & planning: 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.
- Change management: Embracing and shaping change as well as knowledge how to overcome challenges. Applying systematic change management methods to facilitate change.
- Relationship management and business partnering: achieving results by proactively building long-term,

sustainable and effective relationships, understanding the stakeholder landscape and demonstrating political astuteness across business structures and networks.

## EXPERIENCE:

- 5 - 7 years of experience working in large international company.
- 3 - 5 years of relevant business experience.
- Experience managing complex processes and being able to deliver solutions to senior stakeholders
- Experience with procurement operations is an advantage
- Must have a strategic mindset
- Be able to deliver solutions using data analytics
- Experience in managing diverse teams.

## You'll receive:

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement); 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program – choice of benefits from Benefit Plus Cafeteria in the amount of 17,500 CZK per year; Meal vouchers in amount of 105 CZK for each working day (full tax covered by company); Public Transportation allowance; MultiSport Card. Find out more about Novartis Business Services: <https://www.novartis.cz/>

**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>

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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  
Barcelona Gran Vía, Spain  
Alternative Location 2  
Hyderabad (Office), India  
Functional Area  
Procurement  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No  
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## 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.

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