

Vodja nabave materialov za lokacije (m/ž/d) / Site External Material Lead (m/f/d)

Job ID
REQ-10084315
июл 28, 2026
Словения
Available in: English

Сводка

#LI-Hybrid
Primarna lokacija: Mengeš, Slovenija

Pridružite se ekipi PSCM (Production Supply Chain Management) v enoti Biološke učinkovine Mengeš, kjer boste igrali ključno vlogo pri zagotavljanju nemotene oskrbe za proizvodnjo bioloških zdravil. Kot osrednja povezava med dobavitelji in internimi ekipami boste usklajevali potrebe po materialih, reševali dobavne izzive, vodili projekte optimizacije in soustvarjali učinkovitejše nabavne procese. Iščemo proaktivno, komunikativno in k rešitvam usmerjeno osebo, ki zna prevzeti pobudo, povezovati različne deležnike ter uspešno voditi projekte v dinamičnem mednarodnem okolju.

Join the PSCM (Production Supply Chain Management) team at the Drug Substance Bio-Production Mengeš site and play a key role in ensuring a reliable supply of materials for the production of biologic medicines. As the main point of contact between suppliers and internal teams, you will coordinate material requirements, resolve supply challenges, lead optimization initiatives, and help drive more efficient procurement processes. We are looking for a proactive, communicative, and solution-oriented professional who enjoys taking ownership, bringing stakeholders together, and successfully leading projects in a dynamic international environment.

About the Role

Vaše ključne odgovornosti

- Upravljanje odnosov z dobavitelji in zagotavljanje razpoložljivosti materialov za dodeljene lokacije.
- Koordinacija dobavnih izzivov ter usklajevanje alokacije materialov med lokacijami.
- Načrtovanje materialnih potreb in zagotavljanje zanesljive oskrbe.
- Upravljanje zalog, ter obravnavo nekurantnih zalog in odpisanih materialov.
- Spremljanje, analiza in izboljševanje ključnih kazalnikov uspešnosti (KPI).
- Vodenje in podpora aktivnostim operativne odličnosti (OpEx).
- Koordinacija ciljev in življenjskega cikla za zunanje materiale.
- Razvoj in izvajanje ukrepov za optimizacijo zalog in zmanjševanje vezanega kapitala.
- Prispevanje k dolgoročni strategiji upravljanja direktnih materialov ter razvoju nabavnih procesov, sistemov in orodij.
- Priprava analiz ter sodelovanje z internimi in zunanjimi deležniki za učinkovito delovanje oskrbne verige.

Vaš doprinos k delovnemu mestu:

- Univerzitetna stopnja izobrazbe, zaželena naravoslovna izobrazba, ni pa nujen pogoj.
- Najmanj 5 let izkušenj na področju oskrbovalne verige, planiranja materialov ali nabavnih operacij.
- Dokazane izkušnje z upravljanjem in razvojem odnosov z dobavitelji.
- Izkušnje z vodenjem ali koordinacijo globalnih oziroma mednarodnih projektov.
- Sposobnost učinkovitega sodelovanja z različnimi internimi in zunanjimi deležniki.
- Analitičen pristop k reševanju težav ter sprejemanju odločitev na podlagi podatkov.
- Aktivno znanje angleškega jezika v govoru in pisni komunikaciji.
- Dobro poznavanje orodij Microsoft Office, zlasti Excela.
- Izkušnje z delom v sistemu SAP predstavljajo prednost.

Z izbranim kandidatom bomo sklenili delovno razmerje **zanedoločen čas, s 6-mesečno poskusno dobo**.

Ugodnosti in nagrajevanje:

V Novartisu smo predani soustvarjanju medicine in nagrajevanju ljudi, ki to omogočajo.

Pričakovani razpon plače za to delovno mesto:

€ 32,060 do € 59,540

Osnovna plača se določa na podlagi vnaprej opredeljenih in transparentnih kriterijev, kot so relevantne veščine, kompetence in izkušnje, ne glede na spol, ter v skladu z Novartisovo politiko določanja plač. Po zaposlitvi v Novartisu se plača periodično pregleda v skladu z internimi akti in postopki.

Poleg osnovne plače ste lahko upravičeni tudi do kratkoročnega bonusa, ki je odvisen od določenih meril uspešnosti.

Ugodnosti zaposlitve v Novartisu vključujejo več kot le osnovno plačo in variabilno nagrajevanje. Zaposlenim nudimo nabor konkurenčnih ugodnosti, ki podpirajo strokovni in osebni razvoj, vključno s programi zavarovanj, pokojninsko shemo, aktivnostmi za dobro počutje ter programe za prepoznavanje dosežkov zaposlenih v skladu z internimi akti delodajalca. Kjer narava dela dopušča, omogočamo tudi prilagodljive in hibridne oblike dela ter najmanj 14 tednov plačanega starševskega dopusta.

Pravično plačilo je temeljno načelo naše zaposlitvene politike in odraža našo zavezanost ustvarjanju raznolikega, pravičnega in vključujočega okolja, ki vse zaposlene obravnava z dostojanstvom in spoštovanjem, kot je določeno v našem Etičnem kodeksu.

Za več informacij o nagrajevanju si oglejte našo globalno brošuro: https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf

Opomba: Ugodnosti in nadomestila se lahko razlikujejo glede na državo in so predmet lokalnih zakonskih zahtev, vključno z določbami kolektivnih pogodb, kjer je to ustrezno. Celoten pregled vašega paketa ugodnosti, vključno z vsemi ustreznimi podrobnostmi kolektivnih pogodb, ki veljajo za vašo delovno mesto glede na lokacijo zaposlitve in pravno osebo Novartis, bo posredovano ločeno med postopkom prijave.

Predani smo raznolikosti in vključenosti: Novartis si prizadeva ustvariti izjemno, vključujoče delovno okolje in oblikovanje raznolikih timov, saj ti predstavljajo naše bolnike in skupnosti, ki jih oskrbujemo.

Zakaj Novartis: Pomagati bolnikom in njihovim družinam zahteva več kot le inovativno znanost. Potrebna je skupnost zavzetih ljudi, kot ste vi. V Novartisu cenimo sodelovanje, podporo in navdihanje drug drugega za razvoj prebojnih terapij, ki spreminjajo življenja pacientov. Ste pripravljeni ustvariti svetlejšo prihodnost skupaj z nami? <https://www.novartis.com/about/strategy/people-and-culture>

Key Responsibilities

- Manage supplier relationships and ensure material availability for assigned sites.
- Coordinate supply-related issues and material allocation across locations.
- Plan material requirements and support reliable supply continuity.
- Manage inventory, slow-moving and non-moving materials.
- Monitor, analyze, and improve key performance indicators (KPIs).
- Lead and support Operational Excellence (OpEx) initiatives.
- Coordinate target and life cycle for external materials.
- Develop and implement initiatives to optimize inventory levels and reduce working capital.
- Contribute to the long-term strategy for direct material management and the development of procurement processes, systems, and tools.
- Prepare analyses and collaborate with internal and external stakeholders to ensure an efficient supply chain.

Essential requirements:

- University degree (natural sciences are preferred).
- Minimum 5 years of experience in supply chain, material planning, or procurement operations.
- Proven experience managing and developing supplier relationships.
- Experience leading or coordinating global or international projects.
- Strong ability to collaborate effectively with a wide range of internal and external stakeholders.
- Analytical mindset with the ability to solve problems and make data-driven decisions.
- Fluent English, both written and spoken.
- Strong knowledge of Microsoft Office applications, particularly Excel.
- Experience working with SAP is an advantage.

We offer a permanent employment contract with a 6-month probation period.

Benefits & Rewards

At Novartis, we're committed to reimagining medicine together - and rewarding the people who make it happen.

Expected Annual Base Salary Range for role: € 32,060 do € 59,540

The base salary offered is determined based on gender-neutral objectives, such as relevant skills, competencies and experience in accordance with the Novartis pay setting policy and upon joining Novartis will be reviewed periodically.

In addition to your base salary, you may be eligible for a performance-based bonus depending on certain performance parameters.

The rewards of being part of our team go far beyond base pay and incentives. We also offer a variety of competitive benefits in kind to help you thrive personally and professionally, such as insurance plans, retirement plans, wellbeing resources and global recognition programs. In addition, we provide flexible and hybrid working options, where possible, and minimum 14 weeks paid parental leave.

Pay equity is a fundamental principle of our employment policy and reflects our commitment to create a diverse, equitable and inclusive environment that treats all employees with dignity and respect, as outlined in our Code of Ethics.

Read our brochure to learn more about our global total rewards offering: https://www.novartis.com/sites/novartis_com/files/novartis-life-handbook.pdf

Note: Benefits and compensation may vary by country and are subject to local legal requirements, including provisions of collective bargaining agreements where applicable. A full overview of your compensation package, including any relevant collective bargaining agreement details applicable to your role based on your employment location and Novartis employer entity, will be communicated separately to you during the application process.

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.

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 \(PDF 30 MB\)](#)

€32,060.00 - €59,540.00

Дивизион

Operations

Business Unit

Production / Manufacturing

Место

Словения

Сайт

Mengeš

Company / Legal Entity

SI19 (FCRS = SI019) Novartis farmacevtska proizvodnja d.o.o.

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

Shift Work

No

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 diversity.inclusion_slo@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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