

# Manager nabave tretjih dobaviteljev (m/ž/d) / Supply Operations Manager (m/f/d)

Job ID  
REQ-10074446  
mar 31, 2026  
Словения

## Сводка

#LI-Hybrid

Ste pripravljeni prevzeti odgovornost za oskrbne operacije, ki zagotavljajo zanesljivo, učinkovito in nemoteno dobavo ključnih zdravil? V tej vlogi boste tesno sodelovali z zunanji proizvodni dobavitelji in internimi deležniki ter pretvarjali signale povpraševanja v robustne oskrbne načrte, zagotavljali visoko raven storitev za kupce ter nenehno izboljševali uspešnost z analitičnimi pregledi in ukrepi na podlagi analize temeljnih vzrokov. Odgovorni boste za vodenje in izvedbo pobud za nenehne izboljšave, inovacijskih aktivnosti in drugih izboljšav z globalnimi dobavitelji, z namenom ustvarjanja dodane vrednosti za podjetje. Če vas veseli reševanje kompleksnih izzivov, vplivanje prek različnih ekip ter sprejemanje odločitev, ki neposredno vplivajo na razpoložljivost, stroške in raven storitev, vam ta vloga ponuja lastništvo in vidnost, da to tudi uresničite.

Are you ready to take ownership of supply operations that keep critical medicines moving—reliably, efficiently, and without surprises? In this role, you'll partner closely with external manufacturing suppliers and internal stakeholders to turn demand signals into robust supply plans, protect customer service, and continuously improve performance through fact based reviews and root cause actions. You will be managing and delivering continuous improvement initiatives, innovation activities and other enhancements with global suppliers to create value for the business. If you enjoy solving complex problems, influencing across teams, and making decisions that directly impact availability, cost, and service, this role gives you the ownership and visibility to make it happen.

Relocation Support: This role is based in Ljubljana, Slovenia. Novartis is unable to offer relocation support: please only apply if accessible.

## About the Role

### Vaše ključne odgovornosti:

- Vodenje pregledov uspešnosti z zunanji proizvodni partnerji ter spodbujanje izboljšav prek jasnih kazalnikov, analize temeljnih vzrokov in korektivnih ukrepov.
- Načrtovanje in vodenje srečanj Supplier Operations and Performance z dobavitelji za usklajevanje povpraševanja, oskrbe in kapacitet.
- Zagotavljanje pravočasnosti ter ustrezne kakovosti vseh podatkov in poročil za upravljanje uspešnosti dobaviteljev.
- Podpora implementaciji globalne strategije kategorij v tesnem sodelovanju z dobavitelji in internimi deležniki.
- Eskalacija in upravljanje najbolj kritičnih oskrbnih vprašanj z dobavitelji.
- Vodenje razprav z dobavitelji v podporo poslovni strategiji, stroškovni učinkovitosti in spreminjajočim se tržnim razmeram.
- Koordinacija sprememb v proizvodnji, povpraševanju, kapacitetnih omejitev/širitvev dobaviteljev ter uvajanja novih izdelkov za zagotovitev nemotene oskrbe.
- Podpora konsolidiranemu deljenju napovedi z dobavitelji ter 24-mesečnemu pregledu povpraševanja za zagotavljanje transparentne komunikacije glede oskrbe z deležniki.

### Vaš doprinos k delovnem mestu:

- Univerzitetna izobrazba s področja naravoslovnih/tehničnih ali ekonomskih/družboslovnih ved.
- Aktivno (delovno) znanje angleškega jezika.
- 3–5 let izkušenj s planiranjem v operativnem (GMP) okolju.
- Dobro razumevanje farmacevtskih operacij, proizvodnje in oskrbne verige.
- Napredno znanje orodij MS Office.
- Močne komunikacijske veščine.

Z izbranim kandidatom bomo sklenili delovno razmerje **zadoločen čas** s poskusno dobo 6 mesecev. Prijavo oddajte z življenjepisom v slovenskem in angleškem jeziku.

**Ugodnosti in nagrajevanje:** Konkurenčen plačni paket, letni bonus, fleksibilen način dela z možnostjo prilagajanja urnika in delom od doma, pokojninska shema, možnost vključitve v kolektivno zdravstveno zavarovanje, shema nagrajevanja in priznanja dosežkov, razširjeni program promocije zdravja na področju fizičnega in duševnega dobrega počutja ter delovne obremenitve (Polni življenja), številne priložnosti za učenje in razvoj.

Preberite naš priročnik, da spoznate načine, s katerimi bomo spodbujali vaš osebni in profesionalni razvoj: <https://www.novartis.com/careers/benefits-rewards>

**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 Novartis cenimo sodelovanje, podporo in navdihovanje 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:

- Lead performance reviews with external manufacturing partners, driving improvements through clear metrics, root cause analysis, and corrective actions.
- Plan and facilitate Supplier Operations and Performance meetings with suppliers to align demand, supply, and capacity.
- Ensure all data/reporting in time and at the required quality for supplier performance management.
- Support implementation of global category strategy with close interaction with suppliers and internal stakeholders.
- Escalate and manage most critical supply issues with suppliers.

- Run discussions with suppliers to support business strategy, cost efficiency, and changing market conditions
- Coordinate production changes, demand changes, supplier capacity constraints/expansions, and new product introductions to ensure smooth supply
- Support consolidated forecast sharing with suppliers and 24 months demand review to ensure transparent supply-related communication with stakeholders

**Essential Requirements:**

- University degree in a scientific/technical or economics/social sciences field.
- Proficient (working) knowledge of the English language.
- 3–5 years of experience in planning within an operational (GMP) environment.
- Good understanding of pharmaceutical operations, production, and the supply chain.
- Advanced knowledge of MS Office tools.
- Strong communication skills.

We offer **temporary employment** with 6 months of probation period. Submit your application with the CV in Slovenian and English language.

**Benefits and Rewards:** Competitive salary, Annual bonus, Flexible working schedule, tailored to your needs, possibility to work from home, Pension scheme, possibility of joining collective health insurance scheme, Employee Recognition Scheme, Expanded program for the promotion of health in the field of physical and mental well-being and managing workload (Well-being), Unlimited learning and development opportunities.

**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 \(PDF 30 MB\)](#)

Дивизион  
 Operations  
 Business Unit  
 Purchasing & Sourcing  
 Место  
 Словения  
 Сайт  
 Ljubljana  
 Company / Legal Entity  
 SI19 (FCRS = SI019) Novartis farmacevtska proizvodnja d.o.o.  
 Functional Area  
 Technical Operations  
 Job Type  
 Full time  
 Employment Type  
 Temporary (Fixed Term)  
 Shift Work  
 No

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 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](mailto: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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