

# Global Category Head – Fleet

Job ID  
393542BR  
Jun 28, 2024  
Spain

## Summary

The Global Category Head - Fleet leads all strategic and operational aspects within the category of Fleet on a Global / Regional level and develops proposals for strategic business decisions.

## About the Role

The role provides high value procurement and operational solutions to the business and category strategies; supports third party vendor selection, vendor development, technology management and performance measurement activities. The role ensures best-in-class delivery of external services and products in the Fleet category to support projects and to realize year-on-year productivity improvements, cost savings, and process improvements in close collaboration with the stakeholders in the business. Responsible to manage outsourced service providers managing the day-to-day fleet operational activity from eligibility to order, in life & end of contract processes; operationalizing the controls to measure & enforce vendor compliance to the agreed contracts.

### Major Accountabilities:

- Drive/Implement category strategic goals from overall Procurement strategy / Ecosystem management
- 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.
- Projecting the dynamics and impacts (e.g. mergers and acquisitions). 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.
- 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.
- 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.
- Support definition and implementation of Procurement tools and processes.
- 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.

- Demand management

- Responsible to ensure the right balance between business needs and Novartis' strategy.
- Accountable to work with stakeholders to identify the most cost-effective ways to deliver business objectives.

- Fleet sourcing and operations and supplier relationships management

- Executing the Source-to-Contract process including respective strategies, approaches and methods: Preparing and conducting fact-based negotiations. Adapting tactics from a broad portfolio of negotiation strategies to achieve results that support business and Procurement objectives.
- Oversee Fleet operations activities in line with category strategies, and in compliance with relevant policies and operating procedures, including preferred supplier agreements.
- Manage Fleet operations, including driver escalations and global, regional and local stakeholder questions raised on the fleet strategy and operations.
- Oversee, control and communicate Global and Country Car Policies in collaboration with Global and Country Leadership, relevant functions and outsourced service provider.
- Develop, align and implement global fleet strategy, manage outsourced service providers.
- Standardize vehicle model offering of zero (or low) emission vehicles. Eliminate diesel/petrol vehicles completely in line with Novartis sustainability objectives.
- Support the establishment of an allowance program for eligible associates in countries defined by Global Fleet Strategy.
- Limit the number of strategic leasing and management partners towards advanced and more cost-efficient outsourcing setup and simplified operating model.
- Develop global fleet strategy via insights into countries.
- Oversee fleet database related tasks to ensure data accuracy and comply with IFRS standards.
- Develop and evolve a suite of reports and analytics on the fleet that supports all stakeholders.
- Define and lead strategic projects. Sustainability strategy, fuel and energy management, employee car schemes, mileage capture & telematics.
- Identify and implement process improvements that increase efficiency and reduce costs in the procurement of fleet-related products and services.
- Ensure compliance with all legal and regulatory requirements related to the procurement of fleet-related products and services.

- Manage relationships with (senior) stakeholders

- Analyzing specifications for optimization. Linking specification to customer value, challenging specification confidently. Conveying messages clearly and convincing stakeholders.
- Achieving results by proactively building long-term, sustainable and effective relationships, understanding the stakeholder landscape and demonstrating political astuteness across business structures and networks.

**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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Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

Division

Operations

Business Unit

CTS

Location

Spain

Site

Barcelona Gran Vía

Company / Legal Entity

ES06 (FCRS = ES006) Novartis Farmacéutica, S.A.

Functional Area

Procurement

Job Type

Full time

Employment Type

Regular

Shift Work

No

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