

Record to Report Sr Specialist US

Job ID
REQ-10021888

9月 10, 2024

Mexico

摘要

Responsible for general accounting functions of moderate to high complexity, with emphasis on day-to-day accounting transactions, reconciliations, Customer Invoicing and project accounting.

About the Role

Key Responsibilities:

- Interact with functional areas in various Divisions to support appropriate accounting and financial reporting.
- Prepare monthly / quarterly journal entries.
- Prepare monthly account analyses and account reconciliations.
- Support the month-end financial closing and reporting process.
- Support timeliness of reporting as well as compliance with Novartis standards and policies (i.e. global processes, Novartis Accounting Manual, Novartis Financial Controls Manual,

Management Authorization Levels, etc.).

- Support continual improvement and modifications to templates/processes throughout the month to increase efficiency and address changes due to new or altered internal or external reporting requirements.
- Collaborate with key stakeholders, including divisional business colleagues, both internal and external accounting authorities/auditors, and Division and Group Financial Reporting and Accounting, as well as communicating with these stakeholders when questions regarding accounting/reporting matters arise.
- Role model a work style that displays innovation, quality, collaboration, performance, courage, and integrity.

Minimum Requirements:

- Bachelor ' s degree in Accounting; CPA with Big 4 public accounting experience is preferred
- 3-5 years related experience; public company preferred
- Strong knowledge of IFRS and accounting theory
- Experience in the healthcare or life science industries is preferred
- English required
- Able to multitask in a growing, dynamic environment
- Experience with SAP, or comparable systems, preferred
- System implementation experience is a plus

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部门
Operations

Business Unit
CTS

地点
Mexico

站点
INSURGENTES

Company / Legal Entity
MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area
Audit & Finance

Job Type
Full time

Employment Type
Regular

Shift Work
No

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Novartis tiene el compromiso de trabajar y proporcionar adaptaciones razonables para personas con discapacidad. Si, debido a una condición médica o discapacidad, necesita una adaptación razonable para cualquier parte del proceso de contratación, o para desempeñar las funciones esenciales de un puesto, envíe un correo electrónico a tas.mexico@novartis.com y permítanos conocer la naturaleza de su solicitud y su información de contacto. Incluya el número de posición en su mensaje.



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