

Record to Report Sr Specialist (Unit Mergers and Acquisitions)

Job ID
REQ-10066882

11月 18, 2025

Mexico

摘要

Proporcionar asesoramiento experto a superiores para los Informes Financieros y Contabilidad y gestionar los requerimientos de informes y contabilidad para el mayor general; asegurar el cumplimiento de los requerimientos de informes contables externos e internos oportunamente y con exactitud.

About the Role

Location: Hybrid. CDMX

R2R Sr Specialist M&A CoE NOOC MX, Novartis

Your key responsibilities include, but are not limited to:

- Work with direct managers to support financial activities, decision making and general projects
- Recording of financial transactions accurately and timely into the general ledger
- Perform financial close activities, including reconciliations and journal entries based on frequency defined
- Ensure compliance with LSI, Work Instructions and regulations
- Prepare analysis or reporting with particular emphasis on accuracy, compliance and timeliness of data provided (i.e: reports on profit and loss activity)
- Provide all data needed for internal (Financial Consolidation and Reporting System) and external reporting (including statutory accounts, national statistics and tax information) in a timely and accurate manner
- Provide “first line support” on MD365 and SAP issues including fixed assets, cash and general ledger
- Contribute to key projects at country or BU level

Minimum requirements

What you ’ ll bring to the role:

- University degree - Preferably Finance/Accounting
- Experience in Accounting/Finance: 2 to 3 years
- Fluent level of English (written and spoken)
- Proficient in MS Office applications such as Word, Excel and Power Point
- Experience with SAP or MD365, or comparable systems, preferred.
- Excellent attention to detail and organizational abilities
- Excellent communication and interpersonal skills
- Strong analytical and problem-solving skills

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.

Accessibility and Accommodation:

Novartis is committed to work with and provide 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 tas.mexico@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 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.

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: Read our handbook to learn about all the ways we'll help you thrive personally and professionally: <https://www.novartis.com/careers/benefits-rewards>

部門
Finance

Business Unit
Finance

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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Ajustes de accesibilidad

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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