

SSO Finance Specialist

Job ID
REQ-10067103

11月 26, 2025

Italy

摘要

The SSO Finance Specialist is accountable for budget planning, analytics and payment execution in a direct country or extended country group (OPC and satellite countries) in close collaboration with SSO Study Start-Up Managers, SSO Clinical Project Managers and SSO Contracting Specialists in compliance with Novartis processes, GCP/ICH and regulatory requirements.

About the Role

Key responsibilities

- Support country SSU strategy and timelines in close collaboration with SSO Study Start-Up leadership
- Lead accounting and execution of investigator payments across countries, collaborating with SSO Start-Up Manager, Clinical PM, and Contracting Specialist
- Drive project controlling and budget management: planning, forecasting, management, and

cost

- Set up and validate investigator contracts in clinical study accounting systems
- Execute and monitor internal controls; ensure compliance with financial standards, legislation, ICH/GCP, IRB/IEC, Health Authority, and SOPs
- Translate Grant Plans into local payment schemes and partner with Trial Grants Experts for feedback and leveling
- Prepare/submit country TCFs; update systems (ACT, Optimus, etc.); execute payments, resolve site payment issues, and track payment status
- Implement efficient, innovative processes aligned with Novartis strategy; externally engage PIs and site business offices

Essential requirements

- Degree in Scientific field, with experience in clinical operations/project management
- 1+ years of experience in clinical operations or equivalent
- Solid understanding of clinical drug development, especially trial set-up and contracting
- Strong knowledge of international standards (GCP/ICH), health authorities (FDA/EMA), local/National regulations, and Novartis standards
- Strong financial acumen and business economics background; robust process and system understanding
- Demonstrated ability to problem-solve and mediate complex issues
- Independent, dynamic, structured, and committed work style
- Fluent English; effective communicator in local/global matrix environments

Why Novartis? Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

You will receive: You can find everything you need to know about our benefits and rewards in the Novartis Life

Handbook. <https://www.novartis.com/careers/benefits-rewards>

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.

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部门

Development

Business Unit

Development

地点

Italy

站点

Milano

Company / Legal Entity

IT08 (FCRS = IT008) Novartis Farma S.p.A.

Functional Area

Research & Development

Job Type

Full time

Employment Type

Regolare

Shift Work

No

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