

# 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 Pls 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

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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.

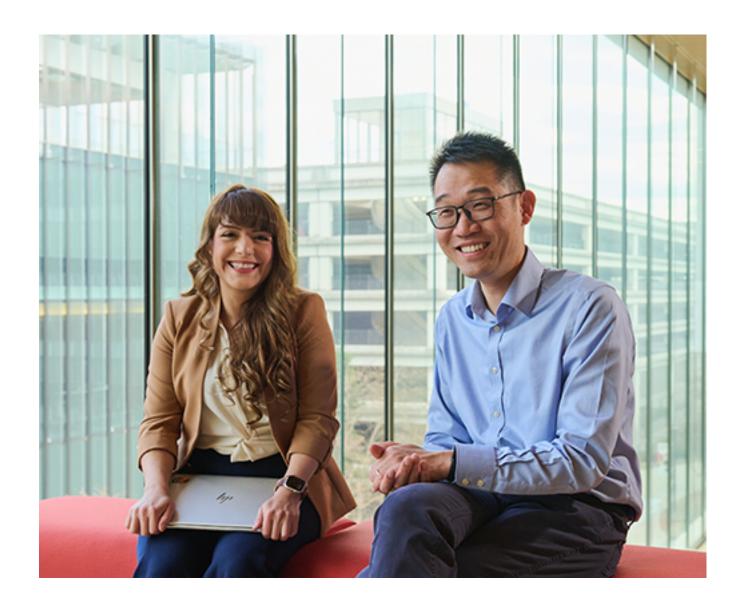
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部门 Development **Business Unit** Development 地点 Italy 站点 Milano Company / Legal Entity IT08 (FCRS = IT008) Novartis Farma S.p.A. **Functional Area** Research & Development Job Type Full time **Employment Type** Regolare Shift Work No

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