S2P Business Partner Lead

Job ID
REQ-10070065

1   26, 2026

Czech Republic

#LI-Hybrid

Location: Prague, Czech Republic

The Business Partner Lead is responsible for leading and coordinating the P2P Business Partnering, Vendor Solution Center, and Vendor Account Reconciliation processes, for Zone Europe. The role ensures compliance with internal controls, regulatory standards, and corporate policies, while driving transformation, operational excellence and process optimization across the assigned domains.

About the Role

Key Responsibilities:

• Act as primary liaison between Operations and business units for P2P activities.

• Owns performance & KPI delivery for the Team

• Oversee Vendor Solution Center operations and ensure high-quality vendor engagement.

• Oversee reconciliation of P2P accounts to ensure accuracy and compliance.

• Lead and develop a finance operations team, fostering accountability, service excellence, and Talent Management

• Drive regional governance frameworks and ensure smooth S2P execution.

• Lead stakeholder management calls to drive resolution and long-term solution for key pain points.

• Work closely with Procurement, Finance, GFMD, R2R other functions to improve end-to-end S2P processes.

• Collaborate with GPO to review and refine Job Aids. Drive with GPO standardization of S2P processes across regions. Validate country-specific process variations (Step-Outs & LSI). Support transformation projects that align with business goals.

Essential Requirements:

• Degree in Finance, Accounting, or Business with 7+ years of experience in Finance Operations or Shared Services in a Leadership position.

• Background in the pharmaceutical or life sciences industry preferred.

• E2E Procure-To-Pay experience in Business and or Operations

• Experience with SAP, Concur, or similar ERP/expense tools.

• Strong leadership, problem-solving, and stakeholder management skills.

• Passionate about process improvement and compliance.

Benefits & Rewards (Applicable for Prague)

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement) ; 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program – choice of benefits from Benefit Plus Cafeteria in the amount of 17,500 CZK per year; Meal vouchers in amount of 105 CZK for each working day (full tax covered by company); Car Allowance; MultiSport Card, Employee Share Purchase Plan. Find out more about Novartis Business Services: https://www.novartis.cz/

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 working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to di.cz@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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: Learn about all the ways we'll help you thrive personally and professionally. Read our handbook (PDF 30 MB)

Finance

Business Unit
Finance

Czech Republic

Prague

Company / Legal Entity
CZO2 (FCRS = CZOO2) Novartis s.r.o.

Functional Area
Audit & Finance

Job Type
Full time

Employment Type
Regular

Shift Work
No

function adjustKalturaPlayer() { var deviceWidth = window.innerWidth || document.documentElement.clientWidth || document.body.clientWidth; var mediaElement = document.getElementById("kalturaplayer69819b7c3a332652555528"); var mediaContainer = mediaElement.closest('.nc-kaltura-media'); var originalWidth = "1200px"; var originalHeight = "674px"; var originalWidthValue = parseFloat(originalWidth); var originalHeightValue = parseFloat(originalHeight); var mediaType = "video"; var isResponsive = false; //Get computed styles of the container element. var parentStyles = window.getComputedStyle(mediaContainer); var finalWidth = parseFloat(parentStyles.width); if (finalWidth var config = { targetId: "kalturaplayer69819b7c3a332652555528", provider: { widgetId: "10m7rm1pm", partnerId: "2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause: false, allowMutedAutoPlay: false, loop: false }, sources: { options: {}, startTime: 0 }, plugins: { download: { disable: true }, "playkit-js-transcript":{ position: "right", //Default bottom;(' left' , ' right', ' top' , 'bottom') to enable transcript expandMode: "over", //Default alongside;(' alongside', ' hidden' , 'over') expandOnFirstPlay: false, showTime: true, downloadDisabled: false, printDisabled: false, disable: true } }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu: false }, components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [{ presets: ['Playback', 'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get KalturaPlayer.ui.components.Remove }] } }; config.plugins.preventSeek = { preventSeekForward: false, preventSeek: false }; config.plugins.floating = { disable: true }; config.plugins.navigation = { position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; config.plugins['playkit-js-hotspots'] = { disable: true }; config.plugins['playkit-js-moderation'] = { disable: true }; config.plugins['playkit-js-info'] = { disable: true }; config.plugins.share = { disable: true }; config.ui.uiComponents = []; config.plugins.googleTagManager = {}; config.plugins.googleTagManager.customEventsTracking = {}; config.plugins.googleTagManager.containerId = 'GTM-57RJQ5'; config.plugins.googleTagManager.customEventsTracking.custom = []; config.plugins.googleTagManager.customEventsTracking = { preset: { coreEvents: true, UIEvents: false, playlistEvents: false, castEvents: false } };

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try { var kalturaPlayer = KalturaPlayer.setup(config); //Add the player to the global array. if (typeof
kalturaPlayerVideos !== 'undefined') { kalturaPlayerVideos.push(kalturaPlayer); } else { var
kalturaPlayerVideos = []; kalturaPlayerVideos.push(kalturaPlayer); } //Load the Player for other
media. kalturaPlayer.loadMedia({entryId: "1dgfvmafo"}); setTimeout(() => {
setupAutoPause(kalturaPlayerVideos); }, 500); function setupAutoPause(players) {
players.forEach((currentPlayer) => { currentPlayer.addEventListener('play', () => {
players.forEach((otherPlayer) => { if (otherPlayer !== currentPlayer && typeof otherPlayer.pause ===
'function') { otherPlayer.pause(); } }); }); }); } } catch (e) { console.error(e.message) }
```


VIDEO

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representative of the patients and communities we serve.

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