

Travel and Expense Specialist

Job ID
REQ-10086942

9月 07, 2026

Mexico

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摘要

Het bieden van analytische ondersteuning aan de FRA-discipline voor financiële rapportage, naleving en nauwkeurigheid van gegevens. Het behandelen en coördineren van de voorbereiding van rapporten, zorgen voor een tijdige indiening.

About the Role

Major Accountabilities

- Analytische ondersteuning bieden aan managers in zaken die verband houden met FRA-activiteiten, besluitvorming en algemene projecten.
- Meer senior collega's helpen bij het verzorgen van analyses ter ondersteuning van financiële,

rapportage- en boekhoudprocessen.

-Bijdragen aan de voorbereiding van analyses en rapporten met bijzondere nadruk op nauwkeurigheid, naleving en actualiteit van de verstrekte gegevens (d.w.z. rapporten over winst- en verliesactiviteiten).

-Ondersteuning van het tijdig en accuraat opstellen van rapporten over relevante feiten en cijfers bevindingen voor interne en externe rapportage.

-Ondersteuning van de voorbereiding van schriftelijke projectvoorstellen, analytische rapporten en presentaties.

-Draag bij aan het onderhoud van nauwkeurige en tijdige informatie over vaste activa in het register van vaste activa en geef ondersteuning op het grootboek indien nodig.

-Financiële projecten op land- of BU-niveau verlenen.

-Melding van technische klachten / bijwerkingen / scenario's voor speciale gevallen met betrekking tot Novartis-producten binnen 24 uur na ontvangst

-Distributie van monsters voor het in de handel brengen (indien van toepassing)

Key Performance Indicators

-Interne klanttevredenheid met kwaliteit, geschiktheid en tijdigheid van financiële analyses

-Klanttevredenheid van servicelevering en processpecifieke KPIs in overeenstemming met overeengekomen SLAs

Work Experience

Operationeel management en uitvoering

Skills

Inzicht in waardedrijvers

Kritisch denken

Mogelijkheid om belangrijke belanghebbenden te beïnvloeden

Effectieve communicatie

Proces Optimalisatie

Effectieve teams bouwen

Ontwikkeling van mensen

Financiële boekhouding

Financiële en managementrapportage

Brontoewijzing

Language

Engels

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 \(PDF 30 MB\)](#)

部门
Finance

Business Unit
Finance

地点
Mexico

站点
INSURGENTES

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

Functional Area
Audit & Finance

Job Type
Full time

Employment Type
Regelmatig

Shift Work
No

```
var kPlayer = KalturaPlayer55802022 || KalturaPlayer; var config = { targetId:
"kalturaplayer6aaedf53ee6f8180933514", provider: { widgetId: "10m7rm1pm", partnerId:
"2076321", uiConfId: "55802022" }, playback: { autoplay: false, autopause: false, muted: false, loop:
false }, sources: { options: {}, startTime: 0 }, disableUserCache: "true", plugins: {}, sources: { options:
```

```

}, startTime: 0 }, ui: { showCCButton: false, settings: { showQualityMenu: true, showSpeedMenu:
false }, components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets:
['Playback', 'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get:
kPlayer.ui.components.Remove } ] } }; // Check and add plugins only if they exist if
(kPlayer.plugins["download"]) { config.plugins.download = { disable: true }; } if
(kPlayer.plugins["transcript"]) { config.plugins["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 }; } if (kPlayer.plugins["preventSeek"]) {
config.plugins.preventSeek = { preventSeekForward: false, preventSeek: false }; }
config.plugins.floating = { disable: true }; if (kPlayer.plugins["navigation"]) { config.plugins.navigation =
{ position: "right", expandMode: "over", expandOnFirstPlay: false, visible: false }; } if
(kPlayer.plugins["hotspots"]) { config.plugins["playkit-js-hotspots"] = { disable: true }; } if
(kPlayer.plugins["moderation"]) { config.plugins["playkit-js-moderation"] = { disable: true }; } if
(kPlayer.plugins["info"]) { config.plugins["playkit-js-info"] = { disable: true }; } if
(kPlayer.plugins["share"]) { config.plugins.share = { disable: true }; } config.ui.uiComponents = []; if
(kPlayer.plugins["googleAnalytics"]) { 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 } }; }

```

```

// Ensure the global player registry array always exists, regardless of embed type.
window.kalturaPlayerVideos = window.kalturaPlayerVideos || []; try { var thumbEmbedPromise =
thumbnailEmbed({config, mediaInfo: {entryId: "1dgfvmafo"}}); // thumbnailEmbed() returns a
Promise that resolves with the player instance // when the user clicks the thumbnail. Use .then() to
capture the player directly. thumbEmbedPromise .then(function(player) {
window.kalturaPlayerVideos.push(player); // Notify kaltura_data_layer.js that a new player is ready so
it can // attach custom event listeners immediately, regardless of when // the user clicked the
thumbnail relative to page load. document.dispatchEvent(new CustomEvent('kalturaPlayerReady', {
detail: { player: player } })); }) .catch(function(error) { console.error(error); }); } catch (e) {
console.error(e.message) }

```

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