

Associate Director, US Federal and State Compliance

Job ID
REQ-10063023

9月 25, 2025

USA

摘要

The AD, US Federal and State Compliance is responsible for the leadership, management, and execution of US tax compliance as thought leader on the various dimensions of US federal and state tax. The role is key in driving the strategic direction of an inclusive, globally integrated, finance based and functionally connected US tax organization, covering end-to-end all relevant aspects of US tax.

This role is required to be in our East Hanover, NJ office 3x/week. Please only apply if this works for you.

About the Role

Job Responsibilities:

Leading Tax

- Support the continuous development of a finance/accounting-based tax organization with analytical orientation prepared for internal and external needs and challenges. Ensure close collaboration with business stakeholders locally and globally.
- Lead the US tax effort and maximize the value delivered in support of federal and state tax reporting, compliance, and controversy, act as trusted and respected advisor with stakeholders and senior management.
- Provide leadership and technical support as a function aligned with tax provision, tax planning and transfer pricing based on strong finance and accounting skills, promoter of the strategic integration of US Tax into the local and global Novartis organization including business partnering and technical expertise on all dimensions of tax compliance.
- Representative of US tax function with policy makers, fiscal authorities, industry associations, tax director community and other external stakeholders to front Novartis on specific tax matters

Planning, Compliance and Risk Management

- Oversee all company activities to ensure they comply with both state and federal compliance regulations.
- Support all aspects of federal and state tax compliance, tax rate forecast, tax cash forecast, tax payments, evaluate opportunities to optimize effective tax rate and cash taxes while managing risk. Communicate pro-actively with business stakeholders on tax positions and payments.
- Ensure FC&C processes are followed and additional local tax controls/ a tax control framework are in place as needed.
- Engage with tax authorities on audits and controversy, including IDRs, notices, amended tax returns, manage tax risk and impact on tax reporting and financial statement disclosures.
- Ensure the contemporaneous availability of financial and tax data (P/L and B/S) on all dimensions of IFRS and tax for tax reporting and compliance and audit preparedness
- Support in pro-actively monitoring and developing tax reporting and compliance processes and technology with the aim to achieve simplification and standardization and improve operational effectiveness and efficiency. Ensure clear roles and responsibilities, the maintenance of local guidelines/work instructions in order to properly manage tax processes in coordination with relevant stakeholders.

People and Development

- Encourage an environment of collaboration and professional development, create a sense of empowerment, teamwork and ownership to elevate the US tax team to a knowledge center covering all US tax areas and pro-actively interconnected within US Tax and with US and global stakeholders (HQ Tax, Global FRA, M&A, finance, treasury, funds flow, BR, Development, commercial, legal, etc.)
- Act as a role model and mentor to the US Tax team members, embracing business partnering, knowledge sharing and technical excellence at the crossroads of tax, finance/accounting, and legal.
- Ensure training and development opportunities for team members and stakeholders.
- Active member of the global tax function driving the strategy, priorities, initiatives, and activities of the global tax function, in close collaboration with business and finance stakeholders.

Key Responsibilities:

- Successful execution in all tax aspects of global and local initiatives and projects
- Contribution to US and Group ETR through pro-active, recognized US tax practice closely connected with US and global stakeholders
- Impact on US tax team members through role model, mentoring and technical savviness

Minimum Requirements:

- Economics/Finance degree, with further accredited accounting and/or tax qualification (e.g. CPA, Tax Expert)
- 7+ years in Big 4 and/or corporate department of a large publicly held multinational company

Benefits & Rewards

The salary for this position is expected to range between \$132,300 and \$245,700 per year. The final salary offered is determined based on factors like, but not limited to, relevant skills and experience, and upon joining Novartis will be reviewed periodically. Novartis may change the published salary range based on company and market factors. Your compensation will include a performance-based cash incentive and, depending on the level of the role, eligibility to be considered for annual equity awards. US-based eligible employees will receive a comprehensive benefits package that includes health, life and disability benefits, a 401(k) with company contribution and match, and a variety of other benefits. In addition, employees are eligible for a generous time off package including vacation, personal days, holidays and other leaves.

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>

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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>

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EEO Statement:

The Novartis Group of Companies are Equal Opportunity Employers. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status.

Accessibility & Reasonable Accommodations

The Novartis Group of Companies are committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the application process, or to perform the essential functions of a position, please send an e-mail to us.reasonableaccommodations@novartis.com or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

部门
Finance

Business Unit
Universal Hierarchy Node

地点
USA

状态

New Jersey

站点

East Hanover

Company / Legal Entity

U061 (FCRS = US002) Novartis Services, Inc.

Functional Area

Audit & Finance

Job Type

Full time

Employment Type

Regular

Shift Work

No

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