

Record to Report Manager

Job ID
REQ-10066022

11月 04, 2025

Mexico

摘要

-To support the business within a country with complex analysis, reporting, forecasts etc. (typically very large to large revenue) and provide expert advice within a core FRA process/ area/ technology

About the Role

Location: Hybrid. CDMX

Your key responsibilities include, but are not limited to:

- Ensure the operational conversion of the Finance strategic goals within a dedicated area of the business & supervise the performance and development of a small team of FRA specialists.
- Ensures the integrity, viability, and interoperability of financial reporting processes (Actuals, Budgets and Latest Estimates) and systems, including tax, inventory, corporate controls, and

payment and purchasing data.

- Manage and operate the basic reporting processes for actuals and forecasts to agreed quality and fast close timeline.
- Provide financial accounting services and data in a timely and accurate manner, including fixed assets, cash activities and divestment activities; ensures appropriate information is provided to relevant individuals and external bodies.
- Manage audit reporting processes and support compliance for various tax related reports (i.e.: VAT, corporate tax, employee tax); provide necessary data to internal and external authorities.
- Manage and automate the provision of routine information to local users from SAP and BW, and perform 'super user' responsibilities for Finance and Controlling modules in SAP.
- Supervise the development and maintenance of current reporting systems (SAP, BW, Excel); integrate other requirements and the changing needs of the organization so that processes to report actuals, budgets, latest estimates and mid-range plans are met cost effectively and responsively.
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt -Distribution of marketing samples (where applicable)

Essential Requirements:

- Education (minimum/desirable): University level degree in Business Administration/ Economics/Finance or Chartered Accountant / MBA desirable
- Languages English require
- Experience: 8-10 years of experience
- Proven record of successfully managing projects driving performance (e.g. ERP implementation)
- Excellent communication skills, leadership exposure Demonstrated ability to work effectively in a multi-national, matrix organization
- PMP /Lean Six Sigma Certified

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 work with and provide reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to perform the essential functions of a position, please send an e-mail to tas.mexico@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Novartis tiene el compromiso de trabajar y proporcionar adaptaciones razonables para personas con discapacidad. Si, debido a una condición médica o discapacidad, necesita una adaptación razonable

para cualquier parte del proceso de contratación, o para desempeñar las funciones esenciales de un puesto, envíe un correo electrónico a tas.mexico@novartis.com y permítanos conocer la naturaleza de su solicitud y su información de contacto. Incluya el número de posición en su mensaje.

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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>

部门
Finance

Business Unit
Universal Hierarchy Node

地点
Mexico

站点
INSURGENTES

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

Functional Area
Audit & Finance

Job Type
Full time

Employment Type
Regular

Shift Work
No

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