

## Business Planning & Analysis Specialist \_HCM (15-month contract)

Job ID  
REQ-10075414

4月 10, 2026

Vietnam

### 摘要

Location: HCM  
#LI Hybrid

Novartis is unable to offer relocation support for this role: please only apply if this location is accessible for you.

The BPA Specialist supports monthly financial closing, reporting, and cost control activities, ensuring accurate sale and cost recognition and timely financial insights to support business decision making.

### About the Role

Key Responsibilities:

## Financial Analysis and Reporting:

- Support month end closing activities, including cost accruals, provisions, and actualization.
- Perform P&L variance analysis versus budget and forecast, and explain key drivers.
- Ensure accurate cost recognition in line with accounting principles and cut off requirements.
- Coordinate with Shared Service / R2R teams to resolve posting, accrual, and reconciliation issues.
- Prepare management reports and support ad hoc financial analysis for business stakeholders.

## Continuous Improvement and Process Enhancement:

- Identify opportunities to streamline financial processes, improve financial reporting, and enhance data accuracy and integrity.

## Essential Requirements:

- 2-3 years of experience in Business Planning & Analysis, Finance, Controlling, or Accounting.
- Bachelor ' s degree in Finance, Accounting, Economics, Business Administration, or related fields.
- Solid understanding of P&L structure, cost centers, and accrual concepts.
- Good knowledge of Procure to Pay (P2P) processes (PO, GR/IR).
- Strong Excel skills (pivot tables, lookups, data reconciliation).
- Experience with ERP systems (e.g. SAP) and financial reporting tools.
- Detail oriented with strong ownership and accountability.
- Time management, able to work effectively under tight timelines, especially during month end close.
- Proactive, structured, and solution oriented mindset.
- Able to communicate financial information clearly to non finance stakeholders.

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  
Vietnam

站点  
Vietnam

Company / Legal Entity  
VN04 (FCRS = VN004) NVS Vietnam Company Ltd

Functional Area  
Audit & Finance

Job Type  
Full time

Employment Type  
Regular

Shift Work  
No

```
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sources: { options: {}, startTime: 0 }, ui: { showCCButton: false, settings: { showQualityMenu: true,
showSpeedMenu: false }, css : "/modules/custom/arcticnckalturaaddon/css/kalturavideo.css",
components: { fullscreen: { disableDoubleClick: false } }, uiComponents: [ { presets: ['Playback',
'Live'], area: 'BottomBarRightControls', replaceComponent: 'Fullscreen', get:
KalturaPlayer.ui.components.Remove } ] } }; // Check and add plugins only if they exist if
(KalturaPlayer.plugins["download"]) { config.plugins.download = { disable: true }; } if
(KalturaPlayer.plugins["transcript"]) { config.plugins["playkit-js-transcript"] = { position: "right", //
Default: bottom;('left', 'right', 'top', 'bottom') to enable transcript. expandMode: "over", // Default:
```

```
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(KalturaPlayer.plugins["info"]) { config.plugins['playkit-js-info'] = { disable: true }; } if
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false, playlistEvents: false, castEvents: false } }; }
```

```
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kalturaPlayerVideos !== 'undefined') { kalturaPlayerVideos.push(kalturaPlayer); } else { var
kalturaPlayerVideos = []; kalturaPlayerVideos.push(kalturaPlayer); } // Load the Player for other
media. kalturaPlayer.loadMedia({entryId: "1_dgfvmafo"}); } catch (e) { console.error(e.message) }
```

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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3. <https://novartis.wd3.myworkdayjobs.com/en-US/NovartisCareers/job/Vietnam/Business-Planning---Analysis-Specialist---HCM--15-month-contract-REQ-10075414>
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