

Travel and Expense Specialist

Job ID
REQ-10086942

9月 07, 2026

Mexico

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摘要

Finansal raporlama, veri do ğ rulu ğ u ve uygunlu ğ u i ç in FRA disiplinine analitik destek sa ğ lamak. Raporlar ı n haz ı rlanmas ı n ı i ŝlemek ve koordine etmek, zaman ı nda sunulmas ı n ı sa ğ lamak.

About the Role

Major Accountabilities

- ✦ FRA faaliyetleri, karar verme ve genel projelerle ilgili konularda y öneticilere analitik destek sa ğ lamak.
- ✦ Finansal, raporlama ve muhasebe s ü re ç lerini desteklemek i ç in daha ü st d ü zey i ŝ arkadaş lar ı na analiz sa ğ lamada yard ı mc ı olun.

- ~Sa ğ lanan verilerin do ğ rulu ğ u, uygunlu ğ u ve g ü ncelli ğ i (ö rne ğ in: kar ve zarar aktivitesi raporlar ı) ü zerinde ö zel olarak vurgulu analiz ve raporlar ı n haz ı rlanmas ı na katk ı da bulunun.
- ~İ ç ve d ı ş raporlama i ç in ilgili olgu ve rakamlarla ilgili raporlar ı n zaman ı nda ve do ğ ru bir ş ekilde haz ı rlanmas ı n ı desteklemek.
- ~Yaz ı l ı proje tekliflerinin, analitik raporlar ı n ve sunumlar ı n haz ı rlanmas ı n ı destekleyin.
- ~Sabit k ı ymet kayd ı ndaki do ğ ru ve zaman ı nda sabit k ı ymet bilgilerinin bak ı m ı na katk ı da bulunun gerekti ğ inde genel muhasebede destek sa ğ lay ı n.
- ~Ü lke veya BU d ü zeyinde Finans Projelerine yard ı m sa ğ lay ı n.
- ~Novartis ü r ü nleriyle ilgili teknik ş ikayetlerin / olumsuz olaylar ı n / ö zel durum senaryolar ı n ı n al ı nd ı ktan sonraki 24 saat i ç inde raporlenmesi
- ~Pazarlama ö rneklerinin da ğ ı t ı m ı (uygun oldu ğ unda)

Key Performance Indicators

- ~Sa ğ lanan finansal analizlerin kalitesi, uygunlu ğ u ve g ü ncelli ğ i ile i ç m ü ş teri memnuniyeti
- ~M ü ş teri memnuniyeti ile hizmet sunumu ve i ş lemeye ö z ğ ü KPlar kararla ş t ı r ı lan SLAlara uygun olarak

Work Experience

Ö perasyon Y ö netimi ve Uygulama

Skills

- De ğ er Fakt ö rlerini Anlamak
- Ele ş tirel D ü ş ü nme
- Kilit Payda ş lar ı Etkileme Yetene ğ i
- Etkili İ leti ş im
- S ü re ç Optimizasyonu
- Etkili Ekipler Olu ş turma
- İ nsan Geli ş imi
- Finansal Muhasebe
- Finansal ve Y ö netim Raporlamas ı
- Kaynak Tahsisi

Language

İ ngilizce

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
Kadrolu

Shift Work
No

```
var kPlayer = KalturaPlayer55802022 || KalturaPlayer; var config = { targetId:
"kalturaplayer6a9ec69f91110255578023", 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: "1dgrfvmafo"}}); // 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_dataLayer.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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