

# General Accounting Manager

Job ID  
REQ-10024901  
Oct 09, 2024  
Mexico

## About the Role

### Major Accountabilities

- Ensure the operational conversion of strategic finance objectives within a specific business area and oversee the performance and development of a small team of FRA specialists.
- It ensures the integrity, viability and interoperability of financial reporting processes and systems (Reales, Budgets and Latest Estimates), including tax data, inventory, corporate control, payments and purchases.
- Manage and operate the basic reporting processes for actual facts and forecasts with the agreed quality and fast deadlines.
- Provide timely and accurate financial accountability and data services, including fixed assets, cash and working money activities and resales; ensure that appropriate information is provided to relevant external individuals and agencies.
- Manage audit reporting processes and assist in compliance with various tax 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 the Finance and Controls modules in SAP.
- Monitor the development and maintenance of current reporting systems (SAP, BW, Excel); integrate other requirements and changing needs of the organization so that processes report real data, budgets, latest estimates and mid-range plans are met economically and agile.
- Prepares ad-hoc and routine accounting/management information and quality financial analysis to assist in global and organizational requirements
- Notification 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

Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

## Role Requirements

**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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<https://talentnetwork.novartis.com/network>

**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>

Division

Finance

Business Unit

CTS

Location

Mexico

Site

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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