

Financial Reporting Manager – Environmental, Social & Governance

Job ID

REQ-10027673

Nov 06, 2024

USA

About the Role

Key Responsibilities:

- Ensure timely, accurate and auditable reporting of US country non-financial ESG data in line with internally and externally defined ESG Reporting deadlines and standards (i.e. ESG Reporting Manual).
- Continuously improve and standardize ESG Reporting processes, engage with relevant system and business teams to ensure optimal integration and accurate reflection of non-financial ESG Reporting across ESG reporting systems and tools.
- Participate in various varying ESG related projects on country priorities, ESG benchmarking and ESG initiatives.
- Accountability for the ESG Reporting for his/her area of responsibility, fulfilling reporting requirements of internal and external ESG standard setters, including monitoring of new ESG standards and their timely implementation.
- Ensure adequate controls in standard processes in line with the defined ESG controls framework, ensure successful external and internal audit endorsements where required.
- Collaborate with FRA Ops Controls & Compliance and Group Financial Controls & Compliance teams to ensure process compliance while continuously improving, simplifying, and automating controls whenever possible.
- Monitor ESG related audit issues relating to the standard processes and controls and ensure timely completion of action plans.
- Monitor new ESG standards and regulations and assess Novartis' preparedness to comply with the new requirements.
- As part of the US FRA PSG (Projects, Systems, and Governance), this role will assist the FRA organization to bring new tools and processes to the US, harmonize global systems and policies with US specific requirements, and provide problem solving/system support as needed.

Essential Requirements:

- Bachelor's degree; degree subject area in Accounting, Finance, Business Administration or related preferred
- 3+ years of experience in financial reporting & accounting (within the pharmaceutical industry is a plus)
- ERP experience (SAP strongly preferred) and Excel experience
- Excellent communication, presentation and writing skills, along with the ability to clearly articulate findings to upper management
- Project management and change management skills
- Collaboration skills - ability to build and manage relationships with multiple stakeholders along with the

willingness to rotate across sectors, themes and responsibilities, while remaining flexible as the business needs develop

Desirable Requirements:

- Alteryx experience highly desirable; systems implementation experience a plus
- Experience with ESG and/or global ESG frameworks (SASB, PRI, TCFD, etc.) is a significant plus

Novartis Compensation and Benefit Summary: The pay range for this position at commencement of employment is expected to be between: \$107,200.00 and \$160,800.00/year; however, while salary ranges are effective from 1/1/24 through 12/31/24, fluctuations in the job market may necessitate adjustments to pay ranges during this period. Further, final pay determinations will depend on various factors, including, but not limited to geographical location, experience level, knowledge, skills, and abilities. The total compensation package for this position may also include other elements, including a sign-on bonus, restricted stock units, and discretionary awards in addition to a full range of medical, financial, and/or other benefits (including 401(k) eligibility and various paid time off benefits, such as vacation, sick time, and parental leave), dependent on the position offered. Details of participation in these benefit plans will be provided if an employee receives an offer of employment. If hired, employee will be in an “at-will position” and the Company reserves the right to modify base salary (as well as any other discretionary payment or compensation program) at any time, including for reasons related to individual performance, Company or individual department/team performance, and market factors.

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>

Join our Novartis Network: Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <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

USA

Site

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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