

Statutory Accounting and Reporting Lead

Job ID
REQ-10008472
May 30, 2024
Poland

Summary

Location: Warsaw/Poland

The Statutory Accounting and Reporting Lead is responsible for the proper execution of Statutory Accounting processes and accurate reporting of financial information to all users of information in accordance to local GAAP and policies. This role ensures that systems, documentation, compliance and reporting are in place and leads continuous improvement projects to provide highly effective and efficient end-to-end processes to the Novartis divisions.

About the Role

Key Responsibilities:

Performance Management and Service Delivery

- Provides services at expected levels with a clear customer focus and escalates exceptions as well as interacts proactively with the NGSC and Divisions to ensure accurate accounting and financial reporting
- Being responsible for an in-time submission of assigned statutory reports to management and authorities following local regulations
- Works on the bridge between IFRS, Statutory and Tax P&L and Balance-Sheet

Manage day-to-day activities for Statutory Accounting and Reporting

- Actively contributes to the period-end closing and reporting in accordance with laws and Novartis required standards
- Supports the balance sheet account reconciliations of allocated accounts and ensures timely resolution and cleans of overdue items identified.
- Ensures proper statutory accounting of financial transactions and accounting specific questions are well addressed and solved
- Proactively reviews assigned statutory accounts and the bridging from IFRS to statutory to ensure all financial transactions are valid and recorded to ensure accuracy of reported data

Compliance

- Ensures all processes, policies and procedures are clearly defined, fully documented and aligned to Finance Core as well as ensures compliance with local GAAP and Novartis Financial Controls Manual (NFCM)
- Ensures application of agreed Novartis control procedures and actively supports to deliver SOX certification and promotes a strong control environment, follows up on allocated audit issues and

implements correcting measures

People

- Actively supports the collaboration with the NGSC and other in country business partners by being inclusive, proactive, respectful, and results driven in alignment with Novartis values and behaviors
- Acts service oriented to deliver a high-performing organization and contributes to improvements/standard solutions while cultivating customer service focus culture

Essential Requirements:

- University level degree in Business Administration/ Economics/Finance or part qualified Chartered Accountant
- Local Language and English
- 5+ years of financial experience, with in-depth functional expertise
- Demonstrated ability to work effectively in a multi-national organization
- SAP expertise
- Previous experience in auditing, statutory and IFRS accounting
- Experience in supporting projects driving performance improvements
- High cultural awareness to be able to manage, inspire and lead diverse teams

Desirable Requirements:

- Lean/ Six Sigma Certified preferred
- Preferably experience working with a Shared Service Center

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: Read our handbook to learn about all the ways we'll help you thrive personally and professionally: <https://www.novartis.com/careers/benefits-rewards>

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.

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Division

Finance

Business Unit

CTS

Location

Poland

Site

Warsaw

Company / Legal Entity

PL03 (FCRS = PL003) Novartis Poland Sp. z o.o.

Functional Area

Audit & Finance

Job Type

Full time

Employment Type

Temporary (Fixed Term)

Shift Work

No

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