

Senior Manager - Reporting Enablement

Job ID

REQ-10012911

Jul 17, 2024

India

Summary

-To lead the FRA function within a country across divisions OR lead an FRA service line/ process/ area/ technology and ensure end-to-end service delivery to all Novartis divisions

About the Role

About the role: The Finance Master Data BI Operations Expert is responsible for sustaining and increasing quality and automation in Financial Reporting (FCRS/NPMR BI pre-fills & reports and data extractors), ESG Finance configurations as well as running daily OneFTE data operations.

This role also requires active connections with other functions both within and outside of Finance, project teams and the different Master Data maintenance organizations across Novartis.

This role is key to ensure the delivery of accurate financial information and require to:

- Works closely with the RE Reporting Enablement Head in RE Operations for our key FCRS BI prefill and OneFTE systems
- Support the Master Data Finance Enablement systems and operations, impacting reporting in SAP ECC, SAP BI and SAP S/4
- Run RE closing operations with different process manager: FCRS Prefill, OneFTE and EBX/MDG Operations teams
- Work closely with cross functional teams to ensure that RE projects are successfully supported

Key responsibilities:

- Ensure operation excellence of all finance master data to reporting definition for the finance data objects in scope. Ensure operational excellence and compliance in running the MDM operations for all countries, processes and data objects in scope
- Support FCRS BI prefill lead with requirements gathering, alignment with GFMD Governance (G&S), BI report definition, management of the implementation with IT, testing with users. Support OneFTE daily operations: data / master data review, adjustment/corrections booking, alignment with P&O and Finance, controls support, interfaces testing and end users support
- Act as an escalation path for issues and work with the Global team to ensure that appropriate troubleshooting efforts are conducted for recurring problems until permanent solutions are implemented. Monitor and implement KPI's for associated data objects in line with overall MDM data standards and share best practices with other regional
- Work with the business, IT, data specialists, and other relevant team members to ensure that reporting changes are implemented in a timely fashion. Ensure definition is according to requirement. Ensure

reporting data quality Compliance

- Ensure all processes, policies and procedures are clearly defined and fully documented, in line with Finance Core standards. Ensure compliance with Finance Core, Novartis Accounting Manual, Financial Controls Manual (NFCM) and regulatory requirements
- Ensure application of agreed control procedures and actively support to deliver SOX certification. Promotes a strong control environment, follows up on audit issues and implements correcting measures
- People. Actively support NOCC working style by being inclusive, proactive, respectful, and results driven in alignment with values and behaviors.
- Support Operational process reporting enablement for items related to Finance Configuration/MD. Apply knowledge, tools, template and forums to execute MDM to high standards. Ensure that applicable policies, processes and procedures are fully documented and consistently applied through the master data management lifecycle. Ensure that any guidelines, enhancements to existing procedures and escalation paths are properly followed for the execution of master data management activities

Essential Requirement:

- University level degree in Business Administration / Economics / Finance or Chartered Accountant / Technology-related Engineering / MBA desirable
- Lean / Six Sigma Certified preferred.
- Minimum of 10 years in-depth finance functional expertise with 5 years exposure to Finance Master Data Management
- Experience leading technical aspects of the delivery of SAP Master Data solutions & related components, working across business/technology teams to ensure alignment between business solution definition & systems architecture for the organization
- SAP BI experience needed

Desirable Requirements:

- Knowledge of SAP data flow from ECC/S4 to BI
- Knowledge of BI Reporting Master data elements (FAs, GLS, PC...)
- Proven ability to operate across multiple functions (FRA, BPA, Taxation, Supply Chain, TechOps, IT, Master Data)
- Finance Data Reporting/crunching expertise
- Understanding of how master data objects affect reporting
- Demonstrated ability to work effectively in a multi-national organization
- Experience in managing projects driving performance improvements

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Division

Finance

Business Unit

Corporate

Location

India

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Audit & Finance

Job Type

Full time

Employment Type

Regular

Shift Work

No

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If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to perform the essential functions of a position, please send an e-mail to

diversityandincl.india@novartis.com and let us know the nature of your request and your contact information.

Please include the job requisition number in your message.

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