

# Manager, US Federal and State Tax Reporting (East Hanover, NJ)

Job ID

REQ-10003497

Jul 19, 2024

USA

## Summary

The Manager, US Federal and State Tax Reporting is based out of our East Hanover, NJ office. This person will be responsible for supporting and managing the execution of US tax reporting on the various dimensions of US federal and state tax. In addition, this role will also support the tax function in compliance and planning activities when needed. The role is key in driving the strategic direction of an inclusive, globally integrated, finance based and functionally connected US tax organization, covering end-to-end all relevant aspects of US tax.

## About the Role

### Your Key Responsibilities:

- Preparation, review, and/or management of the income tax accounting process. This includes profit before tax analysis, payable reconciliations, current and deferred income tax provision calculations, effective tax rate, income tax reserves, valuation allowance analyses, attribute roll forwards, and return to provision calculations.
- Preparation, review, and/or management of the US federal and state ETR calculation and overall tax quarterly provision process and forecast. Preparation and/or review with monthly general ledger tax account reconciliations and the preparation and/or review of related journal entries. Assist with responses and support for financial statement audits.
- Identify, research, and document positions as they relate to the tax accounting implications of new accounting pronouncements, changes in tax law, business transactions and other activities in order to ensure the proper application of IAS 12 guidance.
- Preparation and/or review income tax returns, including the proforma returns of assigned subsidiaries.
- Preparation, review and/or management of estimate and extension calculations, filings, and process.
- Preparation, review, and/or management of the Sarbanes Oxley ('SOX') tax processes. This includes working with external and internal auditors to provide support related to income tax accounting, as well as maintaining tax internal controls to ensure that the Company is compliant with the requirements and procedures established under
- Assist with M&A due diligence and reporting analysis. This includes identifying, researching and analyzing tax accounting issues.
- Work and collaborate with tax team members on various special projects such as research and development tax credit studies, analysis of intercompany transactions, implications of acquisitions / divestments, FDII and other credits and incentives.
- Assist with responses in support of the tax notices and audits in various US jurisdictions. Perform

- research (factual and technical) to assist with tax audits.
- Assist with other tax projects and compliance, as needed.
- Support the continuous development of a finance / accounting based tax organization with analytical orientation prepared for internal and external needs and challenges. Ensure close collaboration with business stakeholders locally and globally.
- Maintain up-to-date knowledge of US income tax law changes.
- Work with direct managers to support financial activities, decision making and general projects.
- Responsible for preparing (e.g. analysis) or reporting with particular emphasis on accuracy, compliance and timeliness of data provided.

Note: This is a hybrid role. The candidate will be required to work onsite 12 days a month at our East Hanover, NJ office.

### **Essential Requirements:**

- Bachelor's degree required
- 5+ years experience with income tax accounting and income tax compliance
- Proficiency in Microsoft applications (e.g. Excel, Word, SharePoint, etc.)
- Team player with strong communication skills, able to work in a collaborative environment
- Strong analytical and organizational skills; detail oriented.
- Experience in applying problem-solving methods to identify and address issues
- Ability to handle highly sensitive material appropriately and maintain confidentiality

### **Desirable Requirements:**

- Degree subject area in Accounting and/or CPA preferred. Masters degree in Tax preferred.
- Experience in a large public accounting firm and/or large public company corporate tax department.
- ONESOURCE (e.g. OIT, OTP) and Alteryx experience

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

**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.

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### **EEO Statement:**

The Novartis Group of Companies are Equal Opportunity Employers and take pride in maintaining a diverse environment. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, gender, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status. We are committed to building diverse teams, representative of the patients and communities we serve, and we strive to create an inclusive workplace that cultivates bold innovation through collaboration and empowers our people to unleash their full potential.

### **Accessibility & Reasonable Accommodations**

The Novartis Group of Companies are committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the application process, or to perform the essential functions of a position, please send an e-mail to [us.reasonableaccommodations@novartis.com](mailto:us.reasonableaccommodations@novartis.com) or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Division

Finance

Business Unit

Corporate

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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