

# Senior FRA Specialist Reporting

Job ID

REQ-10010500

Aug. 13, 2024

Tschechische Republik

## Zusammenfassung

-To support the business within a country with complex analysis, reporting, forecasts etc. (typically very large to large revenue) and provide expert advice within a core FRA process/ area/ technology

## About the Role

### About the role:

Senior Financial Reporting & Accounting Specialist (FRA) manages the General Ledger Accounting and reporting systems, enabling the execution of quality services. This role supports having systems, documentation, compliance and reporting in place and supports continuous improvement projects to provide highly effective and efficient end-to-end processes.

### Key Responsibilities:

- Ensure the operational conversion of the Finance strategic goals within a dedicated area of the business & supervise the performance and development of a small team of FRA specialists.
- Ensures the integrity, viability, and interoperability of financial reporting processes (Actuals, Budgets and Latest Estimates) and systems, including tax, inventory, corporate controls, and payment and purchasing data.
- Handle and operate the basic reporting processes for actuals and forecasts to agreed quality and fast close timeline.
- Provide financial accounting services and data in a timely and accurate manner, including fixed assets, cash activities and divestment activities; ensures appropriate information is provided to relevant individuals and external bodies.
- Handle audit reporting processes and support compliance for various tax related reports (i.e.: VAT, corporate tax, employee tax); provide vital data to internal and external authorities.
- Handle and automate the provision of routine information to local users from SAP and BW, and perform 'super user' responsibilities for Finance and Controlling modules in SAP.
- Supervise the development and maintenance of current reporting systems (SAP, BW, Excel); integrate other requirements and the changing needs of the organization so that processes to report actuals, budgets, the latest estimates and mid-range plans are met cost optimally and adaptively.
- Prepares ad-hoc and routine 'accounting / management' information and quality financial analysis in order to support global and organization's requirements.

## **Key Requirements:**

- University level degree in Business Administration/ Economics/Finance or Chartered Accountant
- English required (written and spoken)
- Demonstrated ability to work effectively in a multi-national organization
- Strong communication, time-managing and organizing skills
- Good communication skills with excellent stakeholder management, leadership exposure
- Strong financial experience, with in-depth functional expertise
- Previous experience with financial reporting • SAP knowledge

## **You'll receive:**

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement) ; 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program – choice of benefits from Benefit Plus Cafeteria in the amount of 12,500 CZK per year; Meal vouchers in amount of 105 CZK for each working day (full tax covered by company); Public Transportation allowance; MultiSport Card, Employee Share Purchase Plan. Find out more about Novartis Business Services: <https://www.novartis.cz/>

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Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in any order to receive more detailed information about essential functions of a position, please send an e-mail to [inclusion.switzerland@novartis.com](mailto:inclusion.switzerland@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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CZ02 (FCRS = CZ002) Novartis s.r.o  
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Audit und Finanzen  
Job Type  
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Employment Type  
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