

Business Planning & Analysis Coordinator

Job ID
REQ-10031330
Nov. 27, 2024
Mexiko

Zusammenfassung

-Provide expert advice to superiors on BPA as well as insightful and value-added analysis and decision support to management team. Provide financial and administrative support to a country, unit or function organizations, regarding financial planning and analysis.

About the Role

Located in Mexico City

Hybrid work

Major accountabilities:

- Support direct manager with the operational conversion of the BPA strategic goals within a dedicated area of the business -Works with direct managers to support financial activities, decision making and general projects.
- Provide analysis or reporting with particular emphasis on accuracy, compliance and timeliness of data provided.
- Ensure ongoing business performance is appropriately monitored and measured, and drive early warning for re-direction of resources with Business Partners.
- Ensure integrity of data provided by commercial teams, and provide value added; provides recommendations on forecast accuracy improvement.
- Support the improvement and streamlining of existing management reporting processes and the definition and implementation of lean processes.
- Coordinate Business Partnering with other areas of the business (FRA, Real State and other functions) to support on time and accurate information gathering.
- Supports and improves business case proposals and profitability tracking and the annual budgeting, rolling forecast/Latest outlook and Strategic Planning processes.
- Reporting of technical complaints / adverse events / special case scenarios related to Novartis products within 24 hours of receipt -Distribution of marketing samples (where applicable)

Minimum Requirements:

- University level degree in business Accounting/Finance or related field
- Professional level of English both written and spoken

Strong understanding of BPC concepts, including financial planning, budgeting, forecasting, and consolidation processes.

- Professional knowledge of SAP, Excel
- Ariba knowledge would be nice to have
- Demonstrated ability to work effectively in a multi-national, matrix organization

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

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>

Abteilung

Finance

Business Unit

CTS

Ort

Mexiko

Website

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area

Audit und Finanzen

Job Type

Full time

Employment Type

Regular

Shift Work

No

[Apply to Job](#)

Accessibility and accommodation

Novartis is committed to work with and provide reasonable accommodation to individuals with disabilities. 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 tas.mexico@novartis.com and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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

Job ID
REQ-10031330

Business Planning & Analysis Coordinator

[Apply to Job](#)

Source URL: <https://www.adacap.com/careers/career-search/job/details/req-10031330-business-planning-analysis-coordinator>

List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://talentnetwork.novartis.com/network>
3. <https://www.novartis.com/careers/benefits-rewards>
4. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/INSURGENTES/Business-Palanning---Analysis-Coordinator_REQ-10031330-1
5. <mailto:tas.mexico@novartis.com>
6. https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/INSURGENTES/Business-Palanning---Analysis-Coordinator_REQ-10031330-1