

# Vodja Finančne skladnosti in kontrol Slovenija (m/ž/d) / Financial Control and Compliance Lead Slovenia (m/f/d)

Job ID  
REQ-10010975  
Ago 21, 2024  
Eslovenia

## Resumen

Lokacija: Ljubljana, #LI-Hybrid Vabimo izkušenega, motiviranega in profesionalnega finančnega navdušenca, da se nam pridruži v vlogi Vodje finančne skladnosti in kontrol, kjer boste odgovorni za vodenje oddelka 'Finančna skladnost in kontrola Slovenija'. Izvajali boste nadzor nad notranjimi in zunanjimi NFCM aktivnostmi za Finančni storitveni center Slovenije, finančne službe posameznih divizij in druge funkcije, z upoštevanjem notranjih in zunanjih predpisov (tudi zahtevami zakona SOX). Med drugim pa boste odgovorni tudi opravljanje nalog finančne skladnosti in kontrol skladno s časovnim načrtom NFCM ter zagotavljanje usklajenosti z divizijami in zunanjimi izvajalci pri vzpostavljanju in ohranjanju ustreznega kontrolnega okolja. Pridružite se naši neverjetni ekipi v Novartis Slovenija in postanite del podjetja, ki preoblikuje medicino! Location: Ljubljana #LI-Hybrid We are welcoming a highly experienced, motivated and professional financial enthusiast, to join us in the role of a Financial Control and Compliance Lead Slovenia. In this role you will be responsible for the leadership of the Financial Compliance and Controls - Representative Offices department. You will be performing oversight of internal and external NFCM activities for the Financial Service Center Slovenia, divisional finance functions and other functions, in accordance with internal and external regulations (including SOX requirements). Amongst other activities you will perform financial compliance and control tasks in accordance with the NFCM time schedule, and ensuring alignment with the divisions and external providers in the establishment and maintenance of an appropriate control environment. Join our outstanding team in Novartis Slovenia and become part of a company that is reimagining medicine!

## About the Role

### Vaše ključne odgovornosti:

- Vodenje oddelka 'Finančna skladnost in kontrole Slovenija', vključno s pripravo vizije oddelka, postavljanjem in usklajevanjem prioritet za oddelek ter za posamezne zaposlene v oddelku, usklajevanje aktivnosti in rokov izvedbe.
- Upravljanje s prehodi (na primer v FSC) in kritičnimi izsledki ter odgovornost za končno potrditev ocene pripravljenosti.
- Postavljanje in redno pregledovanje ciljev za sodelavce, zagotovitev usklajenosti s strategijo FSC, komunikacija z vsemi sodelavci in ključnimi kupci/naročniki.
- Zagotavljanje osebnega in strokovnega razvoja zaposlenih v oddelku, delitev znanj in informacij med zaposlenimi v oddelku ter z drugimi oddelki, vključno zagotavljanje priprave razvojnega načrta zaposlenih.

- Zagotavljanje uspešne izvedbe načrtovanih nalog oddelka skladno s časovnico.
- Ustrezna obravnava tveganj povezanih s kontrolami pri posameznih internih uporabnikih.
- Spremljanje pomanjkljivosti po posameznih kontrolah (lahko iz različnih virov, npr. interna revizija, samoocena NFCM, PwC itd.).
- Vzpostavitev, delovanje in izboljševanje notranjih kontrol skladno z notranjimi in zunanjimi predpisi ter usmeritvami Novartisa za notranje kontrole.
- Svetovanje pri izboljšanju poslovnih procesov ter notranjih kontrol, proaktivna pomoč pri uvajanju izboljšav notranjih kontrol.
- Vodenje projektov povezanih z izboljšavami in standardizacijami notranjih kontrol ali poslovnih procesov.
- Ocena tveganja in redni pregledi pomembnejših področij povezanih s finančnimi kontrolami.

#### **Vaš doprinos k delovnem mestu:**

- 5 let delovnih izkušenj s področja revizije, notranje revizije ali računovodstva.
- Aktivno znanje slovenskega in angleškega jezika.
- Poznavanje orodja Microsoft Office.
- Visokošolska stopnja izobrazbe ekonomsko/finančne ali druge ustrezne smeri.

#### **Zakaj Novartis?**

Naš namen je soustvarjati medicino za izboljšanje in podaljševanje življenja ljudi, naša vizija pa je postati najbolj cenjeno in zaupanja vredno farmacevtsko podjetje na svetu. Kako lahko to dosežemo? S pomočjo naših ljudi. Prav naši sodelavci nas vsak dan spodbujajo, da dosežemo svoje ambicije. Postanite del te misije in se nam pridružite! Več na spodnji povezavi: <https://www.novartis.com/about/strategy/people-and-culture>

#### **Kaj nudimo:**

Konkurenčen plačni paket, letni bonus, fleksibilen način dela, z možnostjo prilagajanja urnika in delom od doma, zaposlitev v podjetju s certifikatom TOP Employer, pokojninsko shemo, shemo nagrajevanja in priznanja dosežkov, razširjeni program promocije zdravja na področju telesnega, duševnega in družbenega počutja (Polni življenja) ter dogodke, neomejene priložnosti za učenje in razvoj.

#### **Predani smo raznolikosti in vključenosti**

Novartis si prizadeva ustvariti izjemno, vključujoče delovno okolje in oblikovanje raznolikih timov, saj ti predstavljajo naše bolnike in skupnosti, ki jih oskrbujemo.

Pridružite se naši mreži Novartis: V kolikor se ne prepoznate v zgornjem opisu delovnega mesta, vas vabimo, da se vpišete na spodnji povezavi v Novartisovo bazo talentov saj lahko tako vašo vlogo upoštevamo za podobne pozicije v prihodnosti: <https://talentnetwork.novartis.com/network>

#### **Major accountabilities:**

- Leadership of the Financial Compliance and Controls Slovenia department, including the formulation of the department's vision, setting and coordinating priorities for the department and for its individual employees, coordination of activities and related due dates.
- Management of transitions (e.g. to FSC) and critical findings, and responsibility for final approval of the preparedness estimate.
- Setting and regular reviewing of targets for associates, ensuring alignment with the FSC strategy, communication with all the associates and key buyers/customers.
- Ensuring personal and professional development of associates of the department, exchange of knowledge and information between associates within the department and other departments, including responsibility for the preparation of a personnel development plan.
- Ensuring successful execution of the department's tasks in accordance with the timeline.

- Proper management of risks associated with controls in individual internal users.
- Monitoring of deficiencies according to individual controls (possibly from different sources, e.g. internal audit, self-assessment NFCM, PwC itd.).
- Establishing, operating and improving internal controls in accordance with internal and external internal controls regulations and guidelines of Novartis.
- Counselling for business process and internal control improvements, proactive assistance with the implementation of internal control improvements.
- Leadership of projects related to internal control or business process improvements and standardizations.
- Risk assessment and routine reviews of major domains related to financial controls.

### **Essential Requirements:**

- 5 years of experience in auditing, internal auditing or accounting.
- Fluent in Slovenian and English.
- Knowledge of Microsoft Office.
- University degree in economics & finance or other equivalent degree.

### **Why Novartis?**

Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

### **You'll receive:**

Competitive salary, Annual bonus, Flexible working schedule, tailored to your needs, possibility to work from home, Pension scheme, Employee Recognition Scheme, Expanded program for the promotion of health in the field of physical, mental and social well-being (Energized for Life), employment at Top SI Employer, Unlimited learning and development opportunities.

### **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.

### **Join our Novartis Network:**

If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Network here:

<https://talentnetwork.novartis.com/network>

**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>

División  
Finance  
Business Unit  
CTS  
Ubicación  
Eslovenia  
Sitio  
Ljubljana  
Company / Legal Entity  
SI19 (FCRS = SI019) Novartis farmacevtska proizvodnja d.o.o.  
Functional Area  
Auditoría y Finanzas  
Job Type  
Full time  
Employment Type  
Regular  
Shift Work  
No  
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## Accessibility and accommodation

Novartis is 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 recruitment process, or in order to perform the essential functions of a position, please send an e-mail to [diversity.inclusion\\_slo@novartis.com](mailto:diversity.inclusion_slo@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.

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7. [https://novartis.wd3.myworkdayjobs.com/en-US/Novartis\\_Careers/job/Ljubljana/Vodja-Finanne-skladnosti-in-kontrol-Slovenija--m--d---Financial-Control-and-Compliance-Lead-Slovenia--m-f-d-\\_REQ-10010975](https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/Ljubljana/Vodja-Finanne-skladnosti-in-kontrol-Slovenija--m--d---Financial-Control-and-Compliance-Lead-Slovenia--m-f-d-_REQ-10010975)
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