

# Record to Report Specialist Chile

Job ID  
REQ-10034980  
Gen 08, 2025  
Messico

## Sommario

-To provide analytical support to the FRA discipline for financial reporting, compliance and accuracy of data. To handle and coordinate the preparation of reports, ensuring a timely submission.

## About the Role

Location: Mexico City #Hybrid

Your responsibilities include, but are not limited to:

- Actively perform the period-end closing and reporting in accordance with Novartis required standards
- Collaborate with key stakeholders and correspond to all internal and external inquiries
- Ensures operational excellence and full alignment with all Novartis business, compliance and audit requirements.
- Performs the balance sheet reconciliations of accounts and ensure timely resolution and either clean-up or follow-up on identified overdue items
- Review accounts to ensure accurate recording in SAP and FCRS reporting, variance analysis of accounting data and plausibility checks using different sources of information.
- Ensures proper accounting of financial transactions such as journal entry review and adequacy of supporting documentations
- Assures the creation and maintenance of adequate accounting records to meet the requirements of local legislation and Novartis required standards.

Role Requirements :

- Bachelor's degree in accounting
- Accountability 1-4 years relevant experience
- Spanish & advanced English (written and spoken).
- Experience in SAP environment.
- Demonstrated ability to work effectively in a multi-national, matrix organization.
- Proactive, detail oriented, professional attitude, reliable, customer service orientation, professional attitude,

reliable.

*We are 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>

Divisione

Finance

Business Unit

CTS

Posizione

Messico

Sito

INSURGENTES

Company / Legal Entity

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

Functional Area

Audit e finanza

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](mailto: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-10034980

## Record to Report Specialist Chile

[Apply to Job](#)

---

**Source URL:** <https://www.adacap.com/careers/career-search/job/details/req-10034980-record-report-specialist-chile>

### 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/Record-to-Report-Specialist-Chile\\_REQ-10034980-1](https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/INSURGENTES/Record-to-Report-Specialist-Chile_REQ-10034980-1)
5. <mailto:tas.mexico@novartis.com>
6. [https://novartis.wd3.myworkdayjobs.com/en-US/Novartis\\_Careers/job/INSURGENTES/Record-to-Report-Specialist-Chile\\_REQ-10034980-1](https://novartis.wd3.myworkdayjobs.com/en-US/Novartis_Careers/job/INSURGENTES/Record-to-Report-Specialist-Chile_REQ-10034980-1)