

# Global Digital FRA Automation Lead

Job ID  
392838BR  
Jun 20, 2024  
India

## Summary

-To lead the FSC function within a country across divisions OR lead a FSC service line/ process/ area/ technology and ensure end-to-end service delivery to all Novartis divisions

## About the Role

**Location:** Selangor, Malaysia (alternate locations : Hyderabad & Prague)

**About this role:** The Global Digital FRA Automation Lead is in the Digital FRA team, responsible for contributing to the Novartis automation portfolio through building compliant automations to quality standards, methods and governance. This role is driving automation initiatives, creating awareness and embedding innovation across the organisation and enabling the FRA community to implement automations and to collaborate on relevant initiatives.

## Key Responsibilities:

- Implement the global Digital FRA strategy for enabling citizen automation
- Be a subject matter expert on the automation lifecycle and related applications
- Be a great partner with key business collaborators at all levels to support identification and bring together new process automation opportunities for evaluation
- Work with Digital FRA SPOCs and DDIT (e.g. Content and Automation Services) to develop the process automation design, ensure business inputs are secured as needed throughout the development lifecycle, owning more broad and complex processes.
- Development and ownership of required documentation during automation lifecycle ensuring approvals and regulatory and quality standards are met.
- Ensure necessary change management activities are planned and delivered alongside the automation, working closely with key collaborators.
- Curating, plan and deliver Automation technology/software training
- Support on the job coaching and training new developers, when required
- Collaborate with FC&C and Auditors on compliance topics
- Sponsor and/or lead automation projects
- Review and make decisions on use cases ideated by NOCC and Countries

## Essential Requirements:

- University level degree Finance/Accounting or any related field.
- Fluent in English both written and spoken, excellent communication skills. Other languages are a plus.
- At least 10 years of relevant experience, including at least 4-5 years of experience in specially in Robotic and Cognitive Automation (RCA), solution design and development and delivery of automations

- Experience in significant process improvement projects, business modelling and financial reporting and accounting processes
- Proficient knowledge and experience in the automation lifecycle of other maturing or emerging RPA and ETL technologies: for example Power Automate Desktop, Power BI Query, Alteryx and DataIKU.
- Expert knowledge and experience in the automation lifecycle of Alteryx and/or Power Automate Desktop.
- Experience in curating, planning and delivering Alteryx and/or Power Automate Desktop training.
- Proficient knowledge and experience in the automation lifecycle of other maturing or emerging automation technologies: for example Power Platform, Appian, Alteryx, DataBrew

**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!

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Division

Finance

Business Unit

Corporate

Location

India

Site

Hyderabad (Office)

Company / Legal Entity

MY01 (FCRS = MY001) Novartis Corporation (Malaysia) Sdn. Bhd. (19710100054)

Functional Area

Audit & Finance

Job Type

Full time  
Employment Type  
Regular  
Shift Work  
No  
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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 [diversityandincl.india@novartis.com](mailto:diversityandincl.india@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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