

# Associate, Record-to-Report

Job ID  
REQ-10013148  
Dec 03, 2024  
Japan

## Summary

FSC

## About the Role

(IAS / IFRS)

Preparation of monthly/quarterly/annual financial reporting to the Headquarters in accordance with International Accounting Standards (IAS/IFRS)

(J-GAAP)

Preparation of non-consolidated financial statements under the Companies Act in accordance with J-GAAP

Preparation of various tax returns such as corporate income tax and consumption tax, and handling of tax audits conducted by National Tax Agency

(SOX) Novartis Financial Control Manual(NFCM)

Strengthen internal controls based on Novartis Financial Control Manual (NFCM), as well as responding to internal and external audits

Company-wide communication/instruction of schedule/settlement for monthly and annual closings. Attend at physical inventory and fixed assets counts.

( )

Communicate and align with global technical accounting team and local stakeholders regarding accounting treatment of significant transactions, and prepare APP (accounting position paper)

Offshore( )/Outsourcing( )

Stabilize and improve operations in strong collaboration with NGSC KL / HUB

(SAP)

Proactively take part in system development projects in SAP FI and related tools

CFO (BPA)

Business partnering – support CFO/BPA from technical accounting and operational perspective

Lead business process improvement projects

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- :
- 3 3
- 
- SAP
- Kaizen Green/Black Belt
- :
- ( US) MBA
- 

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Division

Finance

Business Unit

CTS

Location

Japan

Site

Head Office (Japan) (Pharmaceuticals)

Company / Legal Entity

JP05 (FCRS = JP005) Novartis Pharma K.K.

Functional Area

Audit & Finance

Job Type

Full time

Employment Type

Regular

Shift Work

No

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