

# Associate Director - US Financial Controls & Compliance

Job ID  
REQ-10029605  
Nov 14, 2024  
USA

## Summary

This position will be located at the East Hanover, NJ site and will not have the ability to be located remotely.

The Associate Director, Financial Controls & Compliance (FC&C) will plan, execute, and deliver high quality compliance, controls testing, and risk advisory that meet Novartis Financial Controls Manual (NFCM) methodology standards, strategies and directives and SOX 404 requirements. This position will also lead FC&C team members in activities including assessment of business/information technology risks and evaluation of related internal controls.

#LI-Hybrid

## About the Role

### Key Responsibilities:

- Lead effective Financial Compliance team, taking responsibility for the team members, including delivering on-boarding and coaching to new team members, providing technical support and feedback. Rate potential and capacity of team members and provide feedback to FC&C management.
- Master key company policies that FC&C provides assurance on, including their implementing guidelines and procedures. This includes a comprehensive understanding of NFCM and SOX 404 requirements to ensure compliance with those requirements and US specific needs.
- Apply effective project management to various assignments to deliver work which meets quality standards, deadlines and the expectations of stakeholders.
- Independently test effectiveness of NFCM controls. In coordination with the control owner, ensure a timely reporting of control deficiencies to regional /global team members and agree on any necessary remediation actions.
- Identify root causes of control issues and investigate, analyze and advise on resolution and remediation actions with responsible management. Prepare impact assessment memos evaluating exposure, control impacts, etc.
- Identify potential risks and opportunity for simplification or operational improvements
- Establish and maintain key-contact relationships with local management and/or functional area(s) of responsibility to support the Regional FC&C head in assessing risks across the region and developing overall effective compliance strategy for US units.
- Build effective business partnering and advisory relationships with external auditors as well as Group stakeholders (Global Process Owners, Global FC&C, Internal Audit, etc.)

- Perform special projects and lead initiatives to improve the technical and operational effectiveness of the FC&C team.

### **Essential Requirements:**

- Bachelor's degree
- 6+ years of accounting, compliance, audit experience required, with 4+ years of Financial Controls & Compliance experience
- Strong interpersonal and communication skills to influence / motivate others under different geographies / cultural and hierarchy setting

### **Desirable Requirements:**

- Bachelor's or Master's degree subject area in Business, Finance, Accounting or related preferred; CA/CPA/CIA certification a plus
- Multi-national, multi-dimensional and/or pharmaceutical industry/manufacturing experience
- SAP or Shared Services experience a plus

**Novartis Compensation and Benefit Summary:** The pay range for this position at commencement of employment is expected to be between \$124,000.00 and \$186,000.00/year; ***however, while salary ranges are effective from 1/1/24 through 12/31/24, fluctuations in the job market may necessitate adjustments to pay ranges during this period. Further, final pay determinations will depend on various factors, including, but not limited to geographical location, experience level, knowledge, skills, and abilities.***

The total compensation package for this position may also include other elements, including a sign-on bonus, restricted stock units, and discretionary awards in addition to a full range of medical, financial, and/or other benefits (including 401(k) eligibility and various paid time off benefits, such as vacation, sick time, and parental leave), dependent on the position offered. Details of participation in these benefit plans will be provided if an employee receives an offer of employment. If hired, employee will be in an "at-will position" and the Company reserves the right to modify base salary (as well as any other discretionary payment or compensation program) at any time, including for reasons related to individual performance, Company or individual department/team performance, and market factors.

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**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>

### **EEO Statement:**

The Novartis Group of Companies are Equal Opportunity Employers who are focused on building and advancing a culture of inclusion that values and celebrates individual differences, uniqueness, backgrounds and perspectives. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status. We are committed to

fostering a diverse and inclusive workplace that reflects the world around us and connects us to the patients, customers and communities we serve.

### **Accessibility & Reasonable Accommodations**

The Novartis Group of Companies are 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 application process, or to perform the essential functions of a position, please send an e-mail to [us.reasonableaccommodations@novartis.com](mailto:us.reasonableaccommodations@novartis.com) or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Division

Finance

Business Unit

CTS

Location

USA

State

New Jersey

Site

East Hanover

Company / Legal Entity

U061 (FCRS = US002) Novartis Services, Inc.

Functional Area

Audit & Finance

Job Type

Full time

Employment Type

Regular

Shift Work

No

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