

Senior Financial Analyst - RDF COE

Job ID

REQ-10055572

Jun 30, 2025

India

Summary

#LI-Onsite #LI-Hybrid

To provide operational support to Novartis Clinical operations team (stakeholders) with proper accounting of clinical expenses as per Novartis Standard/accounting policies/process, generate timely payment requests, track/monitor spends on clinical trials that are created using internal clinical data base

About the Role

Key Responsibilities:

- Provide operational partnership/ support to Novartis Clinical operations team (stakeholders) Proper accounting of clinical expenses as per Novartis Standard/accounting policies/process, generate timely payment requests, track/monitor spends on clinical trials that are created using internal clinical data base
- Partnering various stakeholders to ensure that, contractual terms in clinical trial agreements (CTA) reflects the protocol design; and reflected correctly on a Novartis Purchase Order.
- Liaison with various departments within Novartis to process investigator contract payments. Comply to various mandatory training . Demonstrate/comply Novartis value & behaviors and office etiquettes.
- Quick grasp on functional training related to job provided by Novartis during induction and ready to train new joiner in the team
- Provide accountable and transparent records for audit trail. Prior transition experience in any accounting process is preferred
- Generate various MIS reports; analyze investigators spend, forecasting, payment data and maintains historical information for both internal and external stakeholders.
- Business partner to ensure investigator spend compliance; analysis overdue & follow up to resolve queries/trouble shoot issues for all studies. Exposure to Lean Six Sigma methodologies for process improvements

Essential Requirements:

- MBA or Master's degree in Finance from reputed institute or an equivalent accounting qualification
- 5+ years' experience in finance/accounts payable in a leading multinational/ corporation
- Hands on Experience of working on SAP
- Macro's / Powerbi
- Should be a quick learner and able to train others

Fluent English (oral and written)

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>

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Division
Finance
Business Unit
Universal Hierarchy Node
Location
India
Site
Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
Audit & Finance
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 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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