

# Senior FRA GL Specialist

Job ID

REQ-10057168

Jul 07, 2025

Czech Republic

## Summary

Senior FRA Specialist – GL & Reporting will be responsible for multiple aspects of the accounting and reporting of financial statements, which also includes month-end closings, reporting, reconciliations, financial controls, while collaborating closely with business partners from country and above-country FRA teams, country BPAs. Furthermore, responsibilities embrace high quality reporting & reconciliation as per Novartis required standards.

## About the Role

### Key responsibilities:

Your responsibilities include, but are not limited to:

- Provide timely, proactive support on the general ledger
- Prepare analysis or reporting with particular emphasis on accuracy, compliance and timeliness of data provided (i.e.: reports on profit and loss activity).
- Provide all data needed for internal (Financial Consolidation and Reporting System) and external reporting (including statutory accounts, national statistics and tax information) in a timely and accurate manner.
- Provides 'first line support' on SAP issues including fixed assets, cash and general ledger.
- Contribute to FRA projects at country or BU level.
- Work with direct managers to support financial activities, decision making and general projects.

### Essential Requirements:

- Relevant years of financial experience, with in-depth functional expertise
- University level degree in Business Administration/ Economics/Finance or Chartered Accountant
- English required (written and spoken)
- Demonstrated ability to work effectively in a multi-national organization
- SAP knowledge

### Desirable requirements:

- Good people skills, leadership exposure
- Strong communication, time-managing and organizing skills

### You'll receive:

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary;  
Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law

requirement) ; 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program – choice of benefits from Benefit Plus in the amount of 17,500 CZK per year; Meal vouchers in amount of 105 CZK for each working day (full tax covered by company); Public Transportation allowance; MultiSport Card. Find out more about Novartis Business Services: <https://www.novartis.cz/>

**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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**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>

Division

Finance

Business Unit

CTS

Location

Czech Republic

Site

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o

Functional Area

Audit & Finance

Job Type

Full time

Employment Type

Regular

Shift Work

No

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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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