

Treasury Cash Management Senior Payment Specialist

Job ID
REQ-10010234
Jun 17, 2024
Mexico

Summary

Proporcionar asesoramiento experto a superiores para los Informes Financieros y Contabilidad y gestionar los requerimientos de informes y contabilidad para el mayor general; asegurar el cumplimiento de los requerimientos de informes contables externos e internos oportunamente y con exactitud.

About the Role

Location: Hybrid. CDMX

Your responsibilities include, but are not limited to:

- Responsible to handle the payment preparation and execution life cycle according to the business needs and following Treasury rules
- Performance Management and Service Delivery Processes accurately for all multi entity payment runs through SAP following the Novartis schedule and guidelines
- Ensures proper document management (retention of payment request evidence and other audit relevant documents)
- Challenges exceptions and manual requests, striving to ensure compliance of TCM vision: end-to-end processes are automated and straight through with minimum manual intervention to save time and avoid risks.
- Provides timely assistance and customer focused support for incoming queries and issues from Novartis customers
- Plans, facilitates and/or drives assigned special projects and optimally collaborates with business partners both internal and external with adequate follow-ups
- Supports continuous improvement of services in quality and efficiency in close collaboration with line manager, peers and cash management.

Role Requirements :

- Bachelor's Degree: Accounting certified or similar degree.
- Spanish language and Advance English level (written and spoken).
- 4+ years demonstrated ability in similar position in a Shared Service Center environment.
- Demonstrate ability to work successfully in a multi-national, matrix organization.

- SAP (FI) is required.

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>

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>

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Division

Finance

Business Unit

CTS

Location

Mexico

Site

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area

Audit & Finance

Job Type

Full time

Employment Type

Regular

Shift Work

No

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