

# Finance Control and Compliance US Manager

Job ID  
REQ-10024885  
Oct 08, 2024  
Mexico

## Summary

In this role, you will be responsible for ensuring the overseeing and maintaining financial procedures to ensure adherence to regulations and internal policies

## About the Role

### Your key responsibilities:

Your responsibilities include, but are not limited to:

- Evaluate existing processes and recommend improvements to strengthen internal controls
- Monitor compliance with internal control policies and procedures
- Ensure compliance with the Internal Controls over Financial Reporting, Novartis Financial Controls Manual (NFCM) and SOX 404 requirements. Execute end to end process walkthroughs and gain deep understanding during the process reviews as defined in the Finance Core.
- Review extent of harmonization and standardization of processes and controls.
- Investigate and resolve instances of non compliance or control deficiencies, identify root causes of problems and recommend controls or business process Improvements.
- Reporting packages and accounts reconciliations review. Ensure compliance with IFRS and Novartis Accounting Manual (NAM) through execution and examination of the reporting packages of the units to ensure that they are free from material misstatements.
- Collaborate with cross-functional teams to identify and mitigate financial risks.
- Conduct training sessions and workshops to educate associates on internal control policies and procedures
- Foster a culture of compliance and accountability throughout the organization

## Minimum requirements

What you'll bring to the role:

- University degree – Preferably Finance/Accounting or Business Administration

- Experience in Accounting/Finance, internal audit, risk management or internal controls: +7 years
- English (advanced)
- Proficient in MS Office applications such as Word, Excel and Power Point
- Proficient in Microsoft Office Suite (desired)
- Experience with SAP, or comparable systems, preferred.
- Excellent attention to detail and organizational abilities
- Excellent communication and interpersonal skills
- Strong analytical and problem-solving skills
- Ability to work independently, prioritize tasks, and meet deadlines in a fast-paced environment

*Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.*

**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

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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## Ajustes de accesibilidad

Novartis tiene el compromiso de trabajar y proporcionar adaptaciones razonables para personas con discapacidad. Si, debido a una condición médica o discapacidad, necesita una adaptación razonable para cualquier parte del proceso de contratación, o para desempeñar las funciones esenciales de un puesto, envíe un correo electrónico a [tas.mexico@novartis.com](mailto:tas.mexico@novartis.com) y permítanos conocer la naturaleza de su solicitud y su información de contacto. Incluya el número de posición en su mensaje.

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5. <mailto:tas.mexico@novartis.com>
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