

Senior Specialist P2P

Job ID
REQ-10030377
Dec 06, 2024
India

Summary

The job involves receiving, reviewing, and processing customer requests for bank details change, ensuring accuracy and completeness of information. The employee will also be responsible for verifying the authenticity and legitimacy of bank details change requests and implementing measures to prevent fraudulent activities. Maintaining accurate records and analyzing data to identify fraudulent activities are crucial tasks. Experience in onboarding and updating vendors in SAP, MDGs, and controlling/mastering data processes is required.

About the Role

Key responsibilities:

- Receive, review, and process customer requests for bank details change, ensuring accuracy and completeness of information
- Verify the authenticity and legitimacy of bank details change requests by implementing rigorous authentication protocols and conducting necessary checks
- Assess potential fraud risks associated with bank details change requests and implement appropriate measures to prevent fraudulent activities
- Document and maintain accurate records of all bank details change transactions, investigations, and related communication
- Analyze data and identify patterns or anomalies that may indicate fraudulent activities, taking necessary actions to mitigate risks
- Experience in Onboarding and updating of vendors in SAP, MDGs
- Controlling and monitoring the master data processes

Essential Requirement:

- Bachelor's degree in finance, accounting, or a related field
- 4-6 years of experience in a relevant field, specifically in SAP
- High integrity, ethical mindset, and commitment to maintaining confidentiality and protecting sensitive customer information
- Ability to work under pressure, prioritize tasks, and meet strict deadlines while maintaining accuracy and quality
- Excellent communication and interpersonal skills to collaborate with internal and external stakeholders effectively

Desirable Requirement:

- Prior experience in fraud prevention, bank operations, or a similar role within the banking industry will be

an added advantage

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Division

Finance

Business Unit

CTS

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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