

## Procure to Pay Business Partner US Temporary

Job ID  
REQ-10026322

10月 22, 2024

Mexico

### 摘要

The Procure-to-Pay (P2P) Business Partner is a core and strategic individual contributor role that is responsible for the operational oversight within the P2P Service Delivery model. The P2P Business Partner acts as a subject matter expert and key business liaison to drive compliant and effective business processes.

The P2P Business partner collaborates with Global Process Owners, the Accounts Payable outsourced service provider (TCS), spokes, internal stakeholders and process end users to drive and ensure operational excellence and continuous improvement initiatives.

The P2P Business Partner is also accountable for maintaining an adequate control environment and compliance with the P2P NFCM framework.

### About the Role

Your key responsibilities include, but are not limited to:

- Focus on Customers- Partner with Novartis internal customers (our colleagues), third party vendors and external suppliers.
- Performance Management and Service Delivery: Provides services at expected levels with a clear customer service mindset. Drive industry standard best in class performance and a user-friendly End-user experience.
- Technical- Understands P2P system landscape and full E2E P2P process. Can champion finance core compliance. Ensures quality, accuracy and effectiveness of the processes/system portfolio, securing company assets by executing strong NFCM/SOX controls all O2P applications, while providing accurate financial information and timely reporting.
- Business Partnering - Develops and maintains customer focused relationships with key stakeholders. In partnership, identifies and delivers business adaptive processes to ensure core compliance. Fosters a balance between customer centric service delivery and core process compliance.
- Project Management/Team Management - Demonstrates experience in planning and leading projects utilising project management techniques, with strong interpersonal and understanding of technical requirements. Extensive experience in organizational design and people management and development, with the ability to motivate and empower teams.
- M&A P2P SPOC, RACI and process owner.

Temporary position for 12 months

Minimum Requirements:

- CPA and/or MBA
- Previous Management Role in Finance, Accounts Payable, and/or Procurement Function
- Seasoned Experience with Ariba/SAP/BI or similar systems
- Seasoned Experience in Project Management and Process Improvements
- Seasoned Experience in managing remote 3rd party supplier relationships
- Previous Experience with Reporting and Analysis
- Previous Experience dealing with internal and external auditors
- Experience with SOX and control matrixes

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>

Join our Novartis Network: Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <https://talentnetwork.novartis.com/network>

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>

部门  
Operations

Business Unit  
CTS

地点  
Mexico

站点  
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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### List of links present in page

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