

## Procure to Pay Sr. Specialist MR11

Job ID  
REQ-10029263

11月 11, 2024

Mexico

### 摘要

Proporcionar asesoramiento experto a superiores para una sub área dentro de FSC y actividades clave relacionadas; asegurar el cumplimiento de los requerimientos de informes contables externos e internos oportunamente y con exactitud.

### About the Role

- Job Description

Your Key Responsibilities:

- Follow up mail to PO with items >90 days to PO owner (requester), guaranteeing actions plans, generating meetings with team involved and trying to close open items.
  - Responsible to prepare and sent to approving WO according to LSI.
  - Excellent attention to detail ensuring high-quality standards are implanted in our transactions and systems
  - Reviewer/ Execution for sensitive transactions MR11, MRBR, MIGO and FBRA.
  - Business User GRIR training.
  - Ensure application of agreed Novartis control procedures and actively support to deliver SOX certification. Role Requirements :• University level degree in business Accounting/Finance.
  - 4+ years of experience in accounting, accounts payable or analyst role.
  - Proficient in MS Office applications such as Word, Excel and Power Point
  - Experience with SAP, or comparable systems, preferred.
  - English and Spanish (advanced).
  - Good analytical skills and problem-solving ability
- 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  
Finance

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

[Apply to Job](#)

## 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.



Job ID  
REQ-10029263

## Procure to Pay Sr. Specialist MR11

[Apply to Job](#)

---

### Source URL:

<https://www.novartis.com.cn/careers/career-search/job/details/req-10029263-procure-pay-sr-specialist-mr11-es-es>

### List of links present in page

1. <https://www.novartis.com/about/strategy/people-and-culture>
2. <https://talentnetwork.novartis.com/network>
3. <https://www.novartis.com/careers/benefits-rewards>
4. <https://novartis.wd3.myworkdayjobs.com/es/NovartisCareers/job/INSURGENTES/Procure-to-Pay-Sr-Specialist-MR11REQ-10029263-1>
5. <mailto:tas.mexico@novartis.com>
6. <https://novartis.wd3.myworkdayjobs.com/es/NovartisCareers/job/INSURGENTES/Procure-to-Pay-Sr-Specialist-MR11REQ-10029263-1>