

Record to Report Sr Specialist Chile

Job ID
REQ-10047181

4月 08, 2025

Mexico

摘要

为上级提供财务报告和会计方面的专业建议, 管理总分类账簿的报告与会计核算要求;及时、准确地确保符合外部和内部的会计报告要求。

About the Role

Major Accountabilities

- 配合直属经理, 协助开展财务活动、决策和一般项目。
- 为总账登记提供及时且准确的支持。
- 及时更新固定资产登记簿中的固定资产信息, 包括在建资产和折旧计算, 确保准确无误。
- 做好分析或报告的准备工作的过程中要特别注意所提供数据的准确性、合规性和时效性(例如损益报告)
- 及时、准确地提供内部财务合并报表和报告系统和外部报告包括法定账目、国家统计和税务信息所需的所有数据。

- 针对SAP问题提供“一线支持”，包括固定资产、现金和总账。
- 参与国家/地区或业务单位层面的FRA项目。
- 收到后 24 小时内报告与诺华产品相关的技术投诉/不良事件/特殊情况
- 营销样本的分发适用)

Key Performance Indicators

内部客户对所提供财务分析的质量、适当性和及时性的满意度
根据商定的SLA，确定客户对服务的满意度和具体流程的KPI。

Work Experience

运营管理和执行

Skills

了解价值驱动因素
批判性思维
影响关键利益相关者的能力
有效沟通
工艺优化
建立高效的团队
人才发展
财务会计
财务和管理报告
资源配置

Language

英语

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 Farmac é utica S.A. de C.V.

Functional Area
Audit & Finance

Job Type
Full time

Employment Type
正式

Shift Work
No

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