

# Record to Report Sr. Specialist

Job ID

REQ-10076801

May 05, 2026

LOC\_MX

## About the Role

### Key Responsibilities

- Partner with managers to support financial activities, informed decision-making, and cross-functional finance projects.
- Provide timely, proactive general ledger support to ensure accurate and complete financial records.
- Maintain fixed asset accounting, including assets under construction and accurate depreciation calculations.
- Prepare financial analyses and reports with strong focus on accuracy, compliance, and timeliness.
- Deliver high-quality data for internal consolidation and external reporting, including statutory and tax requirements.
- Act as first-line support for SAP issues across general ledger, fixed assets, and cash processes.
- Contribute to finance reporting and accounting projects at country or business unit level.

### Essential Requirements

- Minimum of five years of professional experience in accounting, finance, or financial reporting roles.
- Bachelor's degree in Accounting, Finance, or a closely related discipline.
- Proficiency in spoken and written English to support global reporting and stakeholder collaboration.
- Strong analytical background with the ability to interpret financial data and provide meaningful insights.
- Curious, proactive mindset with a continuous improvement approach to problem-solving and learning.

### Commitment to Diversity and Inclusion

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

### Accessibility and Accommodation:

Novartis is committed to work with and provide reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to perform the essential functions of a position, please send an e-mail to [tas.mexico@novartis.com](mailto:tas.mexico@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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.

### Role Requirements

**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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LOC\_MX  
Site  
INSURGENTES  
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FCT\_FN  
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