NOVARTIS

Business Planning & Analysis Associate (Temporary Fixed-Term Contract)

Job ID
REQ-10090640
Oct 28, 2026
LOC_MA

About the Role

Key Responsibilities

Sales & Performance Reporting

- Prepare monthly sales reporting and management reports.
- Conduct sales versus forecast and budget analyses.
- Perform customer and SKU performance analyses.
- Provide variance explanations and performance insights.

Forecasting

- Support Latest Outlook, rolling forecast, budget, and strategic planning submissions.
- Consolidate inputs from relevant stakeholders.
- Perform reasonability checks and validate assumptions.

Business Partnering

- Coordinate inputs from Sales, Marketing, Market Access, Supply Chain, and FRA teams.
- Identify and flag inconsistencies in business and financial inputs.
- Collaborate across functions to support planning and performance management activities.

Financial Analysis

- Prepare business cases and profitability analyses.
- Support investment evaluations and financial assessments.
- Conduct ad-hoc financial simulations to support decision-making.

Data Quality & Validation

- Reconcile commercial and financial data from multiple sources.
- Challenge unusual movements and variances.
- Ensure accuracy and integrity of data prior to submission.

Risk & Opportunity Management

- Identify gaps versus sales and forecast expectations.
- Highlight business risks and opportunities.
- Escalate issues proactively with quantified business impact.

Reporting & Process Management

- Maintain recurring BPA reports and reporting tools.

- Support process improvements and automation initiatives.
- Simplify manual reporting and analytical processes where possible.

SAP & Excel Analysis

- Extract, reconcile, and analyze financial information.
- Maintain robust Excel-based analytical models.
- Support SAP-related BPA activities and reporting requirements.

Controls & Compliance

- Ensure analyses and submissions comply with finance controls and processes.
- Adhere to reporting timelines and deadlines.
- Support governance and compliance requirements.

Management Support

- Prepare analyses, commentary, and supporting materials for management discussions.
- Support local and regional business review meetings.
- Provide high-context information and insights for senior management decision-making.

Experience / Professional Requirements

- 3-5 years of prior relevant experience in FP&A / BPA teams working on business performance measurement, forecasting, corporate finance, and financial analysis.
- Excellent analytical and problem-solving skills.
- Ability to communicate and provide high-context information to senior management and regional offices.
- Experience collaborating in a cross-functional team environment.
- Background in Finance with good knowledge of finance controlling and accounting processes.

Education

- Bachelor’s degree or equivalent 5-year university degree, preferably in Finance or a related field.

NOTE: This position is offered as a 15-month fixed-term contract to support BPA activities.

Role Requirements

Division
DIV_FI
Business Unit
General Management
Location
LOC_MA
Site
Casablanca
Company / Legal Entity
MA03 (FCRS = MA003) Novartis Pharma Maroc SA
Functional Area
FCT_FN
Job Type
Full time
Employment Type
Temporary (Fixed Term)

Shift Work
No
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