

# Source to Pay Analytics

Job ID  
REQ-10021514  
Sep 05, 2024  
Czech Republic

## Summary

The Source to Pay Analytics will be functionally reporting to the Team Leader Source to Pay Analytics and will be responsible for monitoring and controlling the MEC activities related to P2P Account with the goal to ensure a proper follow up for the aged items and share the also the best practices in the accounting

## About the Role

### Key Responsibilities:

Your responsibilities include, but are not limited to:

- Monitor and oversee Month end close activities related to P2P Accounts. Train and provide ongoing support for business for any reconciliation and accounting queries. Ensure the accuracy and validity of financial information, detect errors and irregularities.
- Monitor the efficiency of existing accounting procedures and ensure they comply with the government regulations.
- Providing guidance on resolving aged item. Suggest new ways of managing old balances on P2P accounts.
- Maintain internal accounting to a high standard, with strong accounting knowledge be able to foresee process gaps and suggest new way according to accounting standards and LSI for improvements

### Essential Requirements:

- University Degree in business or similar, Minimum Bachelor Degree, Master Degree is a plus
- Financial background with relevant years' experience in finance and accounting knowledge
- SAP must knowledge and other ERP system
- Excellent English (written and spoken); any other European language will be an advantage

### Desirable requirements:

- Six Sigma Green or/ and ACCA
- Outsourcing and or shared services background preferred

### You'll receive:

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement) ; 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program – choice of benefits from Benefit Plus Cafeteria in the

amount of 12,500 CZK per year; Meal vouchers in amount of 105 CZK for each working day (full tax covered by company); Public Transportation allowance; MultiSport Card, Employee Shares Purchase Plan. Find out more about Novartis Business Services: <https://www.novartis.cz/>

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Our purpose is to reimagine medicine to improve and extend people's lives and our vision is to become the most valued and trusted medicines company in the world. How can we achieve this? With our people. It is our associates that drive us each day to reach our ambitions. Be a part of this mission and join us! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

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### **Accessibility and accommodation:**

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to <di.cz@novartis.com> and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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

Division

Finance

Business Unit

CTS

Location

Czech Republic

Site

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o

Functional Area

Audit & Finance

Job Type

Full time

Employment Type

Regular

Shift Work

No

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