

# Record to Report Sr Specialist

Job ID  
REQ-10076800  
май 05, 2026  
Мексика

## Сводка

As a Record to Report Senior Specialist, you'll provide expert guidance on financial reporting and accounting matters while owning general ledger activities that support accurate, compliant, and timely reporting. Your work will directly enable confident decision-making, strengthen governance, and ensure alignment with both internal policies and external accounting requirements—making you a key contributor to how Novartis delivers on its commitments.

## 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.

**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>

**Benefits and Rewards:** Learn about all the ways we'll help you thrive personally and professionally.

[Read our handbook \(PDF 30 MB\)](#)

Дивизион

Finance

Business Unit

Finance

Место

Мексика

Сайт

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Functional Area

Аудит и финансы

Job Type

Full time

Employment Type

Regular

Shift Work

No

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