

Lead BPA, NOCC & Process Controls

Job ID
REQ-10076844
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Индия

Сводка

About the role:

The NOCC Finance function within Novartis is responsible for consolidated financial reporting of key actual and plan numbers, as well as statutory and operational compliances that have a finance impact for NOCC Hyderabad. We are seeking a highly skilled and motivated Lead BPA, NOCC & Process controls for the NOCC Finance team. The role is based in Hyderabad.

The Lead BPA, NOCC & Process Controls is responsible for ensuring that the NOCC is 'any-time audit ready', by taking a lead in conducting financial and operational compliance reviews for key processes, policies and procedures followed at the Site. As a part of the Site Finance team, this role also needs to back up the Head BPA and aid in reviewing and publishing key metrics related to the site, and perform BPA activities that are above-division and at a country level.

This role requires a strong understanding of compliance framework, tools, systems, end to end data flows and processes across various functions at the NOCC. The role will collaborate with cross-functional teams to ensure effective compliance, while implementing best practices and improving processes for NOCC Hyderabad. This role also serves as internal auditor for the Novartis Healthcare Pvt. Ltd. legal entity, with accountability with the Board.

About the Role

Key Requirements:

- Support the CFO, Site leadership and Head BPA in any reviews, policy changes, new policy formulation, taxation, statutory and legal matters, new system implementations, financial reporting guidelines and accounting topics, as may arise from time to time. The topics cut across all support functions such as Finance, P&O, IT, Procurement and Real estate.
- Execute BPA activities for the NOCC Hyderabad to ensure legal entity completeness and accuracy of financials, as well as reporting and publishing metrics, including but not limited to: supporting the month end accrual process, publishing and reconciling division-wise FTEs for the NOCC, supporting any dashboard and metrics publication to leadership, acting as back-up for the Head BPA
- Understand various financial and data system flows that impact financial and FTE reporting, reconciling datasets and fixing the root cause, suggesting and implementing process changes.
- Internal Auditor for NHPL legal entity, accountable to the NHPL Board with the broad scope of: Evaluating internal controls to safeguard assets and ensure reliable information.
- Identifying and assessing organizational risks, and recommending mitigation strategies. Checking compliance with applicable laws, regulations, and internal policies. Auditing operational processes for efficiency and alignment with objectives.
- Reviewing financial records for accuracy and compliance. Reporting findings and recommendations to management. Detecting potential fraud and assessing prevention controls. Advising management on process and risk improvements. Following up on the implementation of recommended actions. Staying updated on relevant auditing standards and best practices.
- Additional responsibilities such as membership of Risk committee, Speakup champion for the Finance community, ERC backup for New employee orientation, and any other relevant responsibilities that are identified from time to time.

Essential Requirements:

- **Education:** Chartered Accountant with 10-13 years of experience. Strong knowledge of accounting and financial reporting and experienced in risk and compliance frameworks.
- **Experience:** Overall 8+ years of experience in a local or global Compliance role. Experienced in working with financial and accounting systems as well as compliance tools. Proven track record on working with risk management and mitigation frameworks

Desirable Requirements:

- Extensive knowledge on compliance topics (external and internal). Process driven mindset, to aid in identifying risks, gaps and action mitigation plans. Effective communication skills, oral and written -with an ability to present to leadership, connect across various functions in the org, and communicate with large audiences (NEO/townhall etc.).
- Pro-active and agile, highly accountable on the job, with an ability to manage multiple tasks with minimal supervision.
- Experience in financial and accounting/reporting is an added advantage.
- Superior skills in excel and ppt as well as versatile in using various tools and understanding processes.

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.

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Дивизион
Finance
Business Unit
Finance
Место

Индия
Сайт
Hyderabad (Office)
Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited
Functional Area
Аудит и финансы
Job Type
Full time
Employment Type
Regular
Shift Work
No

Accessibility and accommodation

Novartis is committed to working with and providing 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 diversityandincl.india@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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