

R2R Specialist - GL & Reporting

Job ID

REQ-10053777

Jun 05, 2025

Malaysia

Summary

-To provide expert advice to superiors for a sub-area within FSC and related key activities; to ensure compliance with external and internal accounting reporting requirements in a timely and accurate manner.

About the Role

Major accountabilities:

- Work with direct managers to support financial activities, decision making and general projects.
- Provide timely, proactive support on the general ledger.
- Maintain accurate and timely fixed asset information in the fixed asset register including assets under construction and depreciation calculations.
- Prepare analysis or reporting with particular emphasis on accuracy, compliance and timeliness of data provided (i.e.: reports on profit and loss activity).
- Provide all data needed for internal (Financial Consolidation and Reporting System) and external reporting (including statutory accounts, national statistics and tax information) in a timely and accurate manner.
- Provides 'first line support' on SAP issues including fixed assets, cash and general ledger.
- Contribute to key projects at country or Business Units level.

Key performance indicators:

- Internal customer satisfaction with quality, appropriateness, and timeliness of financial analyses provided
 - Customer satisfaction of service delivery and process specific KPIs in accordance with agreed SLAs

Minimum Requirements:

Work Experience:

- University level degree Finance/Accounting or any related field.
- Fluent in English both written and spoken, excellent communication skills. Other languages are a plus.
- At least 6 years of relevant experience, with good functional exposure to finance processes (R2R, Financial Compliance and Control, Management Reporting, Technical Accounting). Previous experience within financial shared service centers is desirable.
- Conceptual thinking and ability to align specific functional requirements with the overall finance strategy.
- Demonstrated ability to work effectively in a multi-national organization.

Skills:

- Compliance And Controls.

- Continuous Process Improvement.
- Critical Thinking.
- Data Cleansing / Normalization.
- Embracing Change.
- Financial Accounting.
- Financial And Management Reporting.
- Rapid Problem Solving.
- Resilience.
- Tax.

Languages :

- English.

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Division

Finance

Business Unit

Universal Hierarchy Node

Location

Malaysia

Site

Selangor

Company / Legal Entity

MY01 (FCRS = MY001) Novartis Corporation (Malaysia) Sdn. Bhd. (19710100054)

Functional Area

Audit & Finance

Job Type

Full time

Employment Type

Regular

Shift Work

No

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