

Global Finance Master Data Specialist

Job ID
REQ-10052292
May 19, 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

Key Responsibilities:

Provide timely, proactive support on Master Data activities.

- Maintain accurate and timely master data information.
- Establish and enforce data governance policies and procedures, while ensuring data integrity, accuracy, and consistency across systems for Master data processes in Finance Master Data, Customer Master Data, Intercompany Master Data and Pricing Master.
- 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 Master data request.
- Execute all master data changes within the system of record (e.g. SAP), ensuring creation and maintenance of finance related data objects, attributes and hierarchies (GL Management, Asset Management, Cost Centers, Profit Centers, Customer Master Data, Intercompany Master Data, Pricing and etc.), as defined by the Novartis Finance Core
- Ensure all necessary data is available, accurate and compliant, meeting the data standards defined by the Global Finance Master Data Management central team.
- Ensure information supplied in the change request is complete and accurate per type of object and complies with the Global Master Data Management processes and related SOPs
- Ensure that applicable policies, processes and procedures are fully documented and consistently applied through the master data management lifecycle.

Requirements

- University level degree in Finance, Business Administration/ Economics or IT related fields
- Fluent in English both written and spoken, excellent communication skills. Other languages are a plus
- At least 3 years of relevant experience, with good functional exposure to finance processes (accounting, reporting, tax, treasury, forecasting, receivables and etc.,) from a finance master data management perspective. Previous experience within Shared Service Center is desirable.

- Master data concept knowledge and master data application set up.
- SAP knowledge: Experience in SAP ECC and Business Warehouse. Familiarity with SAP MDG and S/4HANA is an advantage.
- Conceptual thinking and ability to align specific functional requirements with the overall MDM strategy.
- Demonstrated ability to work effectively in a multi-national organization.
- Previous experience working in projects to drive performance improvements with good track of people management skills.

Languages:

- English.

Why Novartis:

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!

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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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