

# Financial Reporting Manager – Environmental, Social & Governance

Job ID  
REQ-10027673  
Nov 06, 2024  
USA

## Summary

This position will be located at the East Hanover, NJ campus and will not have the ability to be located remotely. This position will require about 10% travel as defined by the business (domestic and/ or international).

We are seeking candidates who have commitment and passion for the field of sustainability as well as work experience in financial reporting & accounting. As an Environmental, Social & Governance (ESG) Manager reporting to the Director of FRA (Financial Reporting & Accounting) Projects, Systems & Governance, you will provide ESG insights & guidance to US FRA Head, US CCFO and US ESG stakeholders. This includes partnering with fundamental areas such as HSE (Health, Safety, Environment), P&O (People & Organization), etc. to collaborate in determining, assessing, and reporting their ESG ratings, performing research across a variety of sustainability themes, and engaging with local stakeholders and Group ESG on material ESG issues. You will proactively respond to ESG reporting needs across US Finance.

#LI-Hybrid

## About the Role

### Key Responsibilities:

- Ensure timely, accurate and auditable reporting of US country non-financial ESG data in line with internally and externally defined ESG Reporting deadlines and standards (i.e. ESG Reporting Manual).
- Continuously improve and standardize ESG Reporting processes, engage with relevant system and business teams to ensure optimal integration and accurate reflection of non-financial ESG Reporting across ESG reporting systems and tools.
- Participate in various varying ESG related projects on country priorities, ESG benchmarking and ESG initiatives.
- Accountability for the ESG Reporting for his/her area of responsibility, fulfilling reporting requirements of internal and external ESG standard setters, including monitoring of new ESG standards and their timely implementation.
- Ensure adequate controls in standard processes in line with the defined ESG controls framework, ensure successful external and internal audit endorsements where required.
- Collaborate with FRA Ops Controls & Compliance and Group Financial Controls & Compliance teams to ensure process compliance while continuously improving, simplifying, and automating controls whenever possible.

- Monitor ESG related audit issues relating to the standard processes and controls and ensure timely completion of action plans.
- Monitor new ESG standards and regulations and assess Novartis' preparedness to comply with the new requirements.
- As part of the US FRA PSG (Projects, Systems, and Governance), this role will assist the FRA organization to bring new tools and processes to the US, harmonize global systems and policies with US specific requirements, and provide problem solving/system support as needed.

#### **Essential Requirements:**

- Bachelor's degree; degree subject area in Accounting, Finance, Business Administration or related preferred
- 3+ years of experience in financial reporting & accounting (within the pharmaceutical industry is a plus)
- ERP experience (SAP strongly preferred) and Excel experience
- Excellent communication, presentation and writing skills, along with the ability to clearly articulate findings to upper management
- Project management and change management skills
- Collaboration skills - ability to build and manage relationships with multiple stakeholders along with the willingness to rotate across sectors, themes and responsibilities, while remaining flexible as the business needs develop

#### **Desirable Requirements:**

- Alteryx experience highly desirable; systems implementation experience a plus
- Experience with ESG and/or global ESG frameworks (SASB, PRI, TCFD, etc.) is a significant plus

**Novartis Compensation and Benefit Summary:** The pay range for this position at commencement of employment is expected to be between: \$107,200.00 and \$160,800.00/year; however, while salary ranges are effective from 1/1/24 through 12/31/24, fluctuations in the job market may necessitate adjustments to pay ranges during this period. Further, final pay determinations will depend on various factors, including, but not limited to geographical location, experience level, knowledge, skills, and abilities. The total compensation package for this position may also include other elements, including a sign-on bonus, restricted stock units, and discretionary awards in addition to a full range of medical, financial, and/or other benefits (including 401(k) eligibility and various paid time off benefits, such as vacation, sick time, and parental leave), dependent on the position offered. Details of participation in these benefit plans will be provided if an employee receives an offer of employment. If hired, employee will be in an "at-will position" and the Company reserves the right to modify base salary (as well as any other discretionary payment or compensation program) at any time, including for reasons related to individual performance, Company or individual department/team performance, and market factors.

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<https://www.novartis.com/about/strategy/people-and-culture>

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## **EEO Statement:**

The Novartis Group of Companies are Equal Opportunity Employers who are focused on building and advancing a culture of inclusion that values and celebrates individual differences, uniqueness, backgrounds and perspectives. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, marital or veteran status, disability, or any other legally protected status. We are committed to fostering a diverse and inclusive workplace that reflects the world around us and connects us to the patients, customers and communities we serve.

## **Accessibility & Reasonable Accommodations**

The Novartis Group of Companies are 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 application process, or to perform the essential functions of a position, please send an e-mail to [us.reasonableaccommodations@novartis.com](mailto:us.reasonableaccommodations@novartis.com) or call +1(877)395-2339 and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

Division

Finance

Business Unit

CTS

Location

USA

Site

East Hanover

Company / Legal Entity

U061 (FCRS = US002) Novartis Services, Inc.

Functional Area

Audit & Finance

Job Type

Full time

Employment Type

Regular

Shift Work

No

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