

# Assurance Insights & Review Senior Manager

Job ID  
REQ-10035481  
Jan 08, 2025  
Czech Republic

## Summary

The Assurance Insights & Review Senior Manager is responsible for planning, executing and follow up of Global Assurance Deep Dives/ Reviews. They will play a key role to implement and execute global Process and Control Deep Dives/ Reviews and operational support engagements.

The role leads internal review and assurance initiatives supporting end to end Financial Reporting and Accounting processes, bringing transparency and quantification into identified risk areas, identifying issues and solutions. The role also supports improvements implementation and mitigation in a global and standardized way, leveraging Data & Analytics for targeted and focused reviews

## About the Role

### Key Responsibilities:

Your responsibilities include, but are not limited to:

- Identifies opportunities for Process and Control Deep Dives, leveraging Data & Analytics inputs, existing financial risk score cards, other relevant metrics and management insights
- Closely collaborates with key stakeholders – finance, compliance, audit to ensure effective and efficient assurance initiatives with minimal overlaps/duplication
- Participates in a Global Assurance Committee meeting ensuring effective leverage and prioritisation of Deep Dives to address key risk and priorities
- Leads scoping / planning of each Assurance Deep Dive by identifying global/regional subject matter experts (e.g. GPO, FC&C, etc) and delivering a scope/plan which is approved through governance
- Leads execution of Assurance Deep Dives of agreed scope both remotely and through on-site visits. Identifying risk mitigation and issue remediation opportunities and agreeing a deliverable action plan with relevant participants
- Supports mitigation and remediation actions where necessary and ensures existing risk management processes are leveraged, including FC&C processes
- Work with Data & Analytics team to continually improve the Assurance Risk Dashboard, reflecting the evolving risks and insights gleaned from stakeholders and previous Assurance Deep Dives
- Manage all personnel and administrative duties including hiring, conducting reviews, mentoring, aligning resources to support deliverables, and manage department targets

### Essential Requirements:

- Bachelor or Master's degree in relevant field
- Relevant years of experience in finance roles and leading position in Accounting, Reporting and / or

Finance Compliance and Audit

- Experience working with data mining or process analytics software, process automation software and/or AI powered process software
- Strong Stakeholder management skills in a changing environment
- Significant experience managing or working with a Shared Service Center
- Experience working with globally standardized and harmonized processes and controls
- Extensive experience in operational excellence, business analysis, process improvement, risk management and change management
- Experience working effectively in a complex matrix organization

**You'll receive:**

Monthly pension contribution matching your individual contribution up to 3% of your gross monthly base salary; Risk Life Insurance (full cost covered by Novartis); 5-week holiday per year; (1 week above the Labour Law requirement) ; 4 paid sick days within one calendar year in case of absence due to sickness without a medical sickness report; Cafeteria employee benefit program – choice of benefits from Benefit Plus in the amount of 17,500 CZK per year; Meal vouchers in amount of 105 CZK for each working day (full tax covered by company); MultiSport Card, Car Allowance Find out more about Novartis Business Services:

<https://www.novartis.cz/>

**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>

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<https://talentnetwork.novartis.com/network>

**Benefits and Rewards:** Read our handbook to learn about all the ways we'll help you thrive personally and professionally: <https://www.novartis.com/careers/benefits-rewards>

Division

Finance

Business Unit

CTS

Location

Czech Republic

Site

Prague

Company / Legal Entity

CZ02 (FCRS = CZ002) Novartis s.r.o

Functional Area

Audit & Finance

Job Type

Full time

Employment Type

Regular

Shift Work

No

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Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

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