

# FRA Asset Management Specialist

Job ID

REQ-10036998

Ene 20, 2025

República Checa

## Resumen

To provide expert advice to superiors for Financial Reporting & Accounting and manage the reporting and accounting requirements for the general ledger; to ensure compliance with external and internal accounting reporting requirements in a timely and accurate manner.

## About the Role

### Key Responsibilities:

- 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.
- Responsible for IFRS16 accounting
- 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 FRA projects at country or BU level.

### Key Requirements:

- The candidate should possess an undergraduate degree in Accounting and/or Finance, with a preference for an advanced degree in Finance, Accounting or Business.
- The applicant must have relevant years of experience in the Finance field.
- The job requires working effectively in a multi-national, matrix organization, and the ability to build productive business partnerships.
- Applicants should have knowledge of IFRS, accounting and financial reporting requirements, SAP
- Professional level of English, both written and spoken

**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 Cafeteria 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); Public Transportation allowance; MultiSport Card, Employee Share Purchase Plan. Find out more about Novartis Business Services: <https://www.novartis.cz/>

**Accessibility and accommodation:**

Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in any order to receive more detailed information about essential functions of a position, please send an e-mail to [inclusion.switzerland@novartis.com](mailto:inclusion.switzerland@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

**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>

**Join our Novartis Network:** Not the right Novartis role for you? Sign up to our talent community to stay connected and learn about suitable career opportunities as soon as they come up: <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>

División

Finance

Business Unit

CTS

Ubicación

República Checa

Sitio

Prague

Company / Legal Entity

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

Functional Area

Auditoría y Finanzas

Job Type

Full time

Employment Type

Regular

Shift Work

No

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Novartis is committed to working with and providing reasonable accommodation to all individuals. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the recruitment process, or in order to receive more detailed information about the essential functions of a position, please send an e-mail to [di.cz@novartis.com](mailto:di.cz@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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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