

# Poslovni partner poslovnega planiranja in analiz (m/f/d) / BPA Business Partner (m/f/d)

Job ID  
REQ-10037043  
Ene 17, 2025  
Eslovenia

## Resumen

Lokacija: Ljubljana, #LI-Hybrid.

V našo ekipo v Ljubljani vabimo Poslovnega partnerja poslovnega planiranja in analiz, ki bo odgovoren za pripravo kompleksnih analiz, napovedi in finančnih poročil za proizvodne lokacije/funkcije. Deloval bo kot kredibilen poslovni partner, sodeloval in koordiniral z vodstvom proizvodne lokacije/funkcij in vodjo financ lokacije pri poslovnem odločanju na področju poslovnega planiranja in analiz.

We are welcoming a BPA Business Partner to our team in Ljubljana, who will be responsible for preparing complex analysis, forecasts and financial reports for production sites/functions. You will act as a credible business partner, cooperating with the site and finance management in business decisions related to BPA area.

## About the Role

### Vaše ključne odgovornosti:

- Usklajevanje priprave finančnih analiz in poročil s posebnim poudarkom na natančnosti, skladnosti in pravočasnosti zagotavljanja podatkov ter izboljševanju natančnosti napovedi in izboljšav procesov s poudarkom na upravljanju s tveganji in priložnostmi.
- Samostojno izvajanje novih kompleksnih nalog.
- Delo s finančnim oddelkom in drugimi ustreznimi deležniki pri vodenju finančnih aktivnosti (npr. letno planiranje, kratkoročno načrtovanje, strateško načrtovanje, načrtovanje CAPEX, priprava CAR itd.), odločanju in drugih projektih.
- Zagotovitev stalnega spremljanja in merjenja poslovne uspešnosti in prizadevanje za pripravo predlogov za prerezporeditev poslovnih virov s poslovnimi partnerji/vodstvom lokacije.
- Zagotavljanje finančnih podatkov za poslovne predloge in spremljanje donosnosti.
- Neprekinjeno izboljševanje in poenostavljanje obstoječih procesov in finančnega poročanja. Podpora pri uvedbi učinkovitih procesov za zadovoljitev spreminjajočih se zahtev podjetja.
- Koordinacija procesov kalkulacij proizvodnih cen (TPC), podpora ekipi pri zagotavljanju usmeritve in strateškega pregleda TPC in usklajevanja TPC. Priprava načrtov razvoja TPC v usklajenosti z vodjo financ lokacije/funkcije in vodjami oddelkov/funkcij lokacije.
- Zastopanje vizije in vrednot podjetja in ekipe; vzpostavljanje in upravljanje dobrih odnosov s sodelavci in deležniki.

- Visokošolska stopnja izobrazbe s področja financ, ekonomije ali drugega ustreznega področja.
- Tekoče znanje angleščine (pisno in ustno).
- Dobro poznavanje programa Microsoft Office.
- Minimalno 3 leta ustreznih delovnih izkušenj na finančnem ali drugem ekonomskem področju.

### **Zakaj Novartis?**

Naš namen je soustvarjati medicino za izboljšanje in podaljševanje življenja ljudi, naša vizija pa je postati najbolj cenjeno in zaupanja vredno farmacevtsko podjetje na svetu. Kako lahko to dosežemo? S pomočjo naših ljudi. Prav naši sodelavci nas vsak dan spodbujajo, da dosežemo svoje ambicije. Postanite del te misije in se nam pridružite! Več na spodnji povezavi: <https://www.novartis.com/about/strategy/people-and-culture>

### **Kaj nudimo:**

Konkurenčen plačni paket, letni bonus, fleksibilen način dela, z možnostjo prilagajanja urnika in delom od doma, pokojninsko shemo, shemo nagrajevanja in priznanja dosežkov, razširjeni program promocije zdravja na področju telesnega, duševnega in družbenega počutja (Polni življenja) ter dogodke, neomejene priložnosti za učenje in razvoj.

### **Predani smo raznolikosti in vključenosti**

Novartis si prizadeva ustvariti izjemno, vključujoče delovno okolje in oblikovanje raznolikih timov, saj ti predstavljajo naše bolnike in skupnosti, ki jih oskrbujemo.

### **Pridružite se naši mreži Novartis:**

V kolikor se ne prepoznate v zgornjem opisu delovnega mesta, vas vabimo, da se vpišete na spodnji povezavi v Novartisovo bazo talentov saj lahko tako vašo vlogo upoštevamo za podobne pozicije v prihodnosti: <https://talentnetwork.novartis.com/network>

### **Major accountabilities:**

- Coordinating preparation of financial analyses or reporting with particular emphasis on accuracy, compliance and timeliness of data provided and improving forecast accuracy and processes with further focus on risks and opps management.
- Independent execution of new complex tasks.
- Work with Finance and other relevant stakeholders to drive financial activities (e.g. Budget, LO, LF, Spot landing, Strategic Planning, CAPEX planning, CAR preparation etc.), decision making and general projects.
- Ensure ongoing business performance is appropriately monitored and measured, and drive early warnings for reallocation of resources with Business Partners/Site management.
- Provide financials for business case proposals and profitability tracking.
- Continually improve and streamline existing processes and financial reporting. Support implementation of leaner processes to meet the changing demands of the business.
- Coordinate Product costing process, support team in providing guidance and strategic overview of TPCs and TPC reconciliation. Preparing TPC roadmap in alignment with Site Finance Head and management of site departments/functions.
- Represent the vision and values of the company and team; establish and manage good relationships with colleagues and stakeholders.

### **Minimum Requirements:**

- University diploma in Finance, Economics or other relevant field.

- Fluent in English (both written and oral).
- Good knowledge of Microsoft Office.
- Minimum 3 years of relevant work experience in financial or other economic field.

### **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! Learn more here: <https://www.novartis.com/about/strategy/people-and-culture>

### **You'll receive:**

Competitive salary, Annual bonus, Flexible working schedule, tailored to your needs, possibility to work from home, Pension scheme, Employee Recognition Scheme, Expanded program for the promotion of health in the field of physical, mental and social well-being, Unlimited learning and development opportunities.

### **Commitment to Diversity and Inclusion:**

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

### **Join our Novartis Network:**

If this role is not suitable to your experience or career goals but you wish to stay connected to hear more about Novartis and our career opportunities, join the Novartis Network here:

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

**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

Innovative Medicines

Ubicación

Eslovenia

Sitio

Ljubljana

Company / Legal Entity

S119 (FCRS = S1019) Novartis farmacevtska proizvodnja d.o.o.

Functional Area

Auditoría y Finanzas

Job Type

Full time

Employment Type

Regular  
Shift Work  
No  
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## Accessibility and accommodation

Novartis is 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 recruitment process, or in order to perform the essential functions of a position, please send an e-mail to [diversity.inclusion\\_slo@novartis.com](mailto:diversity.inclusion_slo@novartis.com) and let us know the nature of your request and your contact information. Please include the job requisition number in your message.

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