

Manager, US BPA

Job ID

REQ-10084283

Jul 29, 2026

LOC_IN

About the Role

Key Requirements:

- Business Operations & Governance: Own and manage recurring business processes involving financial reporting, reconciliations, spend governance, operational controls, and supplier-supported activities.
- Ensure timely, accurate, and compliant delivery of all process outputs and reporting requirements.
- Establish and maintain strong governance, controls, documentation, and audit readiness. Identify and mitigate operational risks while ensuring business continuity.
- Reporting, Analytics & Insights: Lead recurring reporting, performance tracking, and operational analytics activities.
- Deliver actionable insights through data analysis, dashboards, and management reporting. Support ad hoc analysis and business requests from stakeholders. Continuously improve reporting quality, usability, and efficiency.
- Stakeholder & Supplier Management: Serve as a key point of contact for stakeholders across business, finance, procurement, compliance, operations, and external partners. Build strong relationships across teams and geographies.
- Lead issue resolution, discrepancy management, and stakeholder communications. Drive alignment and collaboration across multiple functions.
- Process Improvement, Automation & AI: Identify opportunities to simplify, standardize, and automate manual processes. Leverage digital tools, dashboards, analytics, automation technologies, and AI-enabled solutions to improve efficiency and decision-making.
- Lead continuous improvement initiatives that enhance productivity, quality, and user experience. Promote innovative ways of working and adoption of new technologies.
- People Leadership: Lead and develop a small Hyderabad-based team. Provide oversight and quality assurance for HCP Payment Review activities.
- Coach and mentor team members while building a culture of accountability, collaboration, and continuous learning. Ensure effective workload planning, cross-training, backup coverage, and succession readiness.

Essential Requirements:

- Bachelor's or Master's degree in Finance, Accounting, Commerce, Economics, Business Administration, Engineering, or a related discipline; MBA (Finance) and/or CA preferred.
- Minimum 6 years of experience in BPA, FP&A, Finance Business Partnering, Financial Reporting, Reporting & Analytics, Finance Transformation, or related finance functions.
- Strong business and financial acumen with experience in reporting, analytics, governance, business operations, and process management. Ability to translate complex data into actionable business insights and recommendations.
- Excellent analytical, problem-solving, and decision-making capabilities. Strong stakeholder management, communication, influencing, and relationship-building skills across functions and geographies.
- Advanced Microsoft Excel and PowerPoint skills, including financial analysis, reporting, and executive-level presentations. Experience with dashboards, KPIs, performance reporting, and data visualization.
- Proven ability to manage multiple priorities, drive execution, and deliver results in a fast-paced, matrixed environment. Strong process ownership mindset with a focus on continuous improvement and operational excellence.

Desirable Requirements:

- Experience driving process improvements, automation initiatives, reporting enhancements, or transformation programs. Experience working in global and highly matrixed organizations.
- Proficiency in Power BI, Power Query, Power Automate, SAP ERP, SAP S/4HANA, and SAP Analytics Cloud (SAC).

Knowledge of dashboard design, reporting automation, and visualization best practices.

- Familiarity with Microsoft Copilot and other AI-enabled productivity tools. Experience leveraging AI, automation, and digital solutions to improve business processes and outcomes.
- Knowledge of process mapping, change management, and operational excellence methodologies. Experience supporting business transformation, transitions, migrations, or capability-building initiatives.
- Candidates with alternative educational backgrounds supported by relevant experience will also be considered.

Role Requirements

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Division

DIV_FI

Business Unit

Finance

Location

LOC_IN

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

FCT_FN

Job Type

Full time

Employment Type

Regular

Shift Work

No

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