Novartis Finance
Finance Rotation Program
The Mission of Finance

**Finance Service Center (FSC)**

Our Finance Service Center is responsible for accounting & reporting services across Novartis units and divisions in Switzerland. We provide an end-to-end service portfolio with integrated solutions.

**Financial Reporting & Accounting (FRA)**

Our purpose is to deliver timely, accurate and transparent financial information to Novartis Group's internal senior management and external stakeholders.

**Business Planning & Analysis (BPA)**

We contribute to the achievement of Novartis' mission by providing financial expertise. We pro-actively plan and monitor our targets and accomplishments. We add value by supporting management with resource allocation and assessing business cases.

“I have been impressed by the program participants’ level of energy, commitment and ability to adapt and learn quickly in a complex environment. I feel privileged to work with them.”

*Regula Pfäffli*

Head FRA Operations NGSC – Kuala Lumpur
Finance Rotation Program

Since the ‘building blocks’ of a successful finance career look different for everyone, at Novartis, we believe that finance professionals need exposure to a broad set of experiences in order to equip them to guide the business. Moreover, working for a company operating globally enables diverse experiences across the business and finance functions.

For these reasons, the Finance Rotation Program has been created for future finance talents like you. With this three-year program, you will seize the unique and exciting opportunity to gain a broad experience in finance. Our objective is to enable you to grow professionally and to deeply understand how our various finance departments are interconnected. Each Rotation lasts for 6-12 months and covers different financial tasks in different departments. With each rotation, we will increase your responsibilities and during your rotations, various projects will be assigned to you. This will enable you to increase your knowledge of not only finance but Novartis and the health care industry as well. Furthermore, you are expected to pro-actively contribute to the program’s future development. This relates to organizing trainings, identifying and pursuing improvement opportunities as well as mentoring younger participants.

Even though the finance rotation program is subject to change depending on business needs and your personal interests, a typical rotation plan during the three years could look as described below.

“The program offers the opportunity to gain experience in different areas and to build a global understanding in finance.”

Juan Zhang
Commercial Pharma BPA Manager, Finance Rotation Program Alumna

Group Treasury
Global Drug Development
Group Business Planning & Analysis
Chemical Operations Credit Management
Global Financial Reporting & Accounting
Real Estate and Facility Services
Novartis Institute for Biomedical Research
Technical Research Development
BioTechnology Development
Financial Service Center
Product Lifecycle Services
Novartis Technical Operations
Internal Audit
The typical Rotation Plan

**Year 1:** Operational Process Rotation

**Year 2:** Accounting and Reporting

**Year 3:** Business Planning and Analysis

**3-week Audit assignment abroad**

**In the first year,** you will typically participate in one of our process service teams (order to cash, record to report, order to pay, etc.). During this time, you will gain in-depth knowledge of key finance-processes as well as accounting systems and contribute to their optimization.

**In the second year,** you may embrace accounting and reporting topics on a local or global level, with the challenge of supporting a team to deliver the monthly financial information to Group and divisional management.

**In the third year,** you leverage the financial information in a Business Planning & Analysis (BPA) role that supports management with data analysis and decision-making. This is also an excellent chance to enhance your network by working with different business partners.

Moreover, you will have the opportunity to be a **guest internal auditor** for three weeks in a Novartis entity abroad.

However, as indicated by the footprint of FRP participants, no rotation plan is ever carved in stone. Instead, we truly care about our participants’ individual development while broadening our scope within the organization. As such, the FRP community has spread out to a variety of business functions, thereby increasing the program’s recognition among various finance associates and leaders across multiple business functions.
Training and Development

We believe that through regular coaching and training, the program will fit your development needs and provide you the base for becoming a leader at Novartis.

As a participant of this program, you will have many opportunities for:

• Diverse trainings to improve technical as well as soft skills and general knowledge of the company and products

• Individual coaching and support by senior finance leaders during the three years of the program

• Regular learning sessions between the program participants and members of the management

• Regular one-to-ones with the sponsor of the program

• Bi-annual performance reviews with your operational manager based on clearly defined individual objectives

• Supportive community of participants organizing monthly feedback sessions, lunches as well as events outside of work

• Last but not least, your individual contribution to the design and scope of the program will stimulate your entrepreneurial skills which we believe represent an important prerequisite for future leaders at Novartis.

“Coaching and training are absolutely interlinked with the Finance Rotation Program. Knowledge sharing, multiple interactions with all managerial levels as well as cooperating with people from different backgrounds helped me to enhance my leadership and interpersonal skills. This provides a valuable base for my future development.”

Nikoletta Chalioti  
CFO Greece, Finance Rotation Program Alumna
The Requirements and Application

- Education: you have just or nearly finished your Master’s degree in Business Administration, ideally with a major in Finance and / or Accounting & Controlling. In addition, you have already obtained first professional experience (e.g. internships) in the areas of Finance / Accounting / Financial Services.

- Languages: fluent in English (written and spoken) is a pre-requisite, German and French is an asset.

- Strong interpersonal, collaboration & communication skills.

- You demonstrate genuine interest in the pharmaceutical industry and are eager to discover different areas in Novartis.

- You are a team player, a fast / keen learner and open to the technical aspects of a finance position (e.g. SAP, Excel).

- You are willing to push yourself out of your comfort zone both functionally and geographically.

Submit your cover letter, CV and all credentials online on the Novartis Career website at www.novartis.com/careers.

The program starts every year in September.

Novartis is an equal opportunity employer committed to embracing and leveraging diverse backgrounds.