

NetSuite ERP Support Specialist:

About iSteer Technologies:

iSteer's mantra of “**taking the quantum leap**” with “**smarter technology**” solutions, is producing what customers wanted in a fraction of time, with fewer people, less overall cost and getting the product to market when it is still relevant to target customers. We truly believe “technology must not only support our customer's business, but it must advance it at a fasterpace”. At iSteer (ISO 27001:2013 certified), we enable our customers, achieve a competitive advantage with technology solutions and products that are derived from decades of cross-industry experience and technology expertise. iSteer helps transform the business of several global enterprises with their technology needs across industries.

We provide **Digital Integration, Data Engineering and connect enterprises by providing Robotic Process Automation, IOT, Cloud, and AI solutions**, through our world-class product engineering expertise, our products like AppSteer make it easier to transform businesses digitally. We have exponentially grown our operations across the globe with 250+ employees at our offices in **India, Singapore, United States, Canada and Dubai**. Our expansion globally has always been a remarkable difference and delivers key results to our customers. Our renowned partners are Workato Platinum Partner, TIBCO Gold Partner and Dell Boomi. Life at iSteer, where a fine line of young and experienced minds leads into the infinite opportunities in the digital era.

At iSteer, we make sure that talent meets technology in a culture which is driven by knowledge and growth. Being a part of iSteer makes you a stakeholder of achievements which will turn your latent potential into a success story. It is also enabled by excellence into our culture which encourages individual development, embraces an inclusive environment, rewards innovative excellence and supports our communities.

Why join us?

- Competitive salary + benefits
- We value work-life balance and encourage taking vacations
- Excellent leadership and an outstanding network of individuals
- On-going regular training Pick up certifications sponsored by iSteer.
- Know more about us and follow us @ <https://isteer.com/>.

NetSuite ERP Support Specialist:

We are seeking a detail-oriented and proactively problem-solving **NetSuite ERP Support Specialist** with a minimum of **2 years of hands-on experience**. In this role, you will be responsible for supporting day-to-day business operations in NetSuite, with a strong focus on order management (Sales Orders, Purchase Orders), inventory tracking, and resolving end-user issues when team members encounter functional roadblocks.

Key Responsibilities

- **Order & Procurement Support:**
 - Create, process, and review **Purchase Requests(PR)** , **internal Orders(IO)** and **Purchase Orders (PO)** accurately in NetSuite.

- Oversee order fulfillment, invoicing, receive processing, and inventory allocation workflows.
- Knowledge of configuring Approvals hierarchy in Netsuite for the above mentioned processes
- **User Support & Troubleshooting:**
 - Provide daily functional support to internal teams across Finance, Operations, Sales, and Supply Chain.
 - Identify, investigate, and resolve user errors, process bottlenecks, and NetSuite system issues.
- **Data & System Maintenance:**
 - Maintain master data integrity (Customer, Vendor, Item master records, GL, COA).
 - Generate and customize saved searches, basic reports, and user dashboards to track key performance metrics.
- **Process Guidance & Training:**
 - Guide non-technical team members on standard NetSuite workflows and best practices.
 - Document standard operating procedures (SOPs) for routine NetSuite tasks.

Qualifications & Experience

- **Experience:** Minimum **2+ years** of direct experience working with NetSuite ERP in implementation of P2P and O2C processes . Exposure to operational or support role will be advantageous
- **Core Competencies:**
 - Hands-on proficiency with NetSuite Sales Order, Purchase Order, Invoicing, and Procurement modules.
 - Strong understanding of Order-to-Cash (O2C) and Procure-to-Pay (P2P) cycles.
 - Experience creating and running **NetSuite Saved Searches** and standard reports.
- **Soft Skills:**
 - Strong analytical and troubleshooting abilities.
 - Excellent communication skills to collaborate with technical and non-technical stakeholders.
 - Ability to prioritize tasks in a fast-paced environment.

Nice to Have

- NetSuite SuiteFoundation Certification.
- Exposure to basic SuiteFlow (Workflows) or SuiteScript awareness.

Why Join Us?

- Collaborative and innovative work environment.
- Competitive remuneration package.

If you are passionate about integration and thrive in a dynamic, fast-paced environment, we encourage you to apply and be part of our journey to create impactful solutions for our clients.

