Coupa Tier 3 Systems Admin

Hiring organization
Tech-Fius Orbit Private Limited

Date posted
November 3, 2026

Description
Other Duties
Additional duties as directed by management, aligned with Tier 3 technical enablement, system ownership, responsible innovation, and enterprise scalability objectives.

Responsibilities
Job Qualifications
Required Qualifications
* Bachelor’s degree in Information Technology, Business, Finance, Supply Chain, or a related discipline, or equivalent relevant experience.
* Demonstrated experience administering or implementing Coupa in a complex enterprise environment, with hands-on configuration knowledge across Procurement and one or more related modules such as Sourcing, Contract Lifecycle Management, or Supplier Management.
* Strong business knowledge of source-to-pay processes, including procurement, supplier management, contracts, sourcing, invoicing, and accounts payable.
* Experience with enterprise integrations, APIs, file-based interfaces, middleware, master data, access models, and technical troubleshooting.
* Proven ability to lead complex system changes, testing, release readiness, defect resolution, documentation, and cross-functional delivery.
* Strong analytical, problem-solving, communication, and stakeholder-management skills, with the ability to work independently and manage competing priorities.
* Working knowledge of AI/ML and generative AI concepts, including the ability to evaluate practical use cases, risks, controls, and responsible implementation considerations.
* Experience implementing AI or generative AI capabilities, automation, orchestration tools, or agent-based solutions in Coupa or another widely used procurement application.
* Knowledge of Coupa AI capabilities, product roadmap, Community, support processes, and release-management practices.
Preferred Qualifications
* Experience with SAP Concur and integrated travel, expense, procurement, or procure-to-pay ecosystems.
* Exposure to SAP ERP, middleware platforms, identity and access management, enterprise reporting, and global financial-system deployments.
TraVEl requirements
Occasional travel, as required for global initiatives, key project milestones, or team collaboration.
Physical Demands
* Communicates information over phone, video, and email
* Extensive keyboard use and screen time

8 + years
Client : Wolters Kluwer
1.60 LPM

Contacts

How to Apply

Send:

- Resume (PDF)
- 2–3 writing samples (links or PDF)
- LinkedIn or personal blog (if available)

Whats App: 8130870690

To: hr@techfius.com