



SAP UAT Business Support Specialist (1year contract)

社内SE（アプリケーション）のご経験のある方は歓迎です。

募集職種

人材紹介会社

株式会社ジェイ エイ シー リクルートメント

採用企業名

非公開

求人ID

1554303

業種

医薬品

会社の種類

外資系企業

雇用形態

契約

勤務地

東京都 23区

給与

600万円 ~ 1100万円

勤務時間

09:00 ~ 17:45

休日・休暇

【有給休暇】有給休暇は入社時から付与されます 初年度20日 1か月目から 【休日】完全週休二日制 土 日 祝日 年末年始 土・...

更新日

2025年08月07日 15:10

応募必要条件

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ネイティブ

最終学歴

大学卒：学士号

現在のビザ

日本での就労許可が必要です

募集要項

【求人No NJB2318856】

■Job Description Summary

We are seeking a proactive and detail oriented SAP UAT Business Support Specialist to join our global SAP implementation project on a 1 year contract basis. This role is critical in supporting business operations during the User Acceptance Testing (UAT) phase by temporarily backfilling key business functions and ensuring smooth collaboration between business users and the project team.

The ideal candidate will have a strong understanding of business processes (e.g. Finance Procurement Sales or Inventory) hands on experience with SAP systems and the ability to communicate effectively in both English and Japanese. You will play a key role in executing test scenarios documenting results and facilitating issue resolution in a fast paced multicultural environment.

■Key Responsibilities

Provide temporary operational support to business units impacted by UAT activities.
Execute and validate UAT test scenarios based on business requirements.
Document test results report defects and follow up on issue resolution.
Collaborate with global and local stakeholders to ensure alignment on testing progress and outcomes.
Assist in preparing user manuals training materials and process documentation.
Participate in daily stand ups test status meetings and issue triage sessions.
Support change management and end user readiness activities as needed.

スキル・資格

■Required Qualifications

3+ years of hands on experience in business operations (e.g. Finance Procurement Sales Inventory) .
Working knowledge of SAP (S/4HANA or ECC) in a business user or analyst role.
Experience in UAT or system testing in an enterprise environment.
Strong communication skills in both English and Japanese (verbal and written) .
Proficiency in Microsoft Office tools (Excel Word PowerPoint) .
Preferred Qualifications
Experience in global SAP rollout or transformation projects.
Familiarity with test management tools (e.g. JIRA TestRail HP ALM) .
Ability to create and maintain business process documentation.
Experience working in a multicultural cross functional team environment.

■Personal Attributes

Self starter with a proactive and solution oriented mindset.
Strong attention to detail and organizational skills.
Flexible and adaptable to changing priorities.
Team player with a collaborative attitude.

会社説明

ご紹介時にご案内いたします