



About Lateam Partners

Lateam Partners is a premier recruitment agency specializing in hiring top **English-speaking** talent in **Latin America** for U.S.-based companies. We connect skilled professionals with dynamic opportunities, offering competitive salaries, career growth, and the chance to work with leading international businesses.

By joining Lateam Partners, you gain access to **exciting remote roles, a supportive work culture, and ongoing professional development**. We pride ourselves on matching top-tier talent with high-quality employers, ensuring a rewarding experience for both candidates and clients.

If you're looking to advance your career with **a stable, well-paid, and growth-oriented opportunity**, apply today and become part of our thriving network!

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Job Title

Netsuite Administrator

Location

Remote

Client

Undisclosed

Job Summary

We are looking for a NetSuite Administrator to support and enhance our ERP environment, with a strong focus on financial operations and system integrations. This role will work closely with Accounting, Finance, HR, and external vendors to ensure NetSuite runs smoothly and integrates effectively with platforms such as Workday and Concur.

This is a hands-on role ideal for someone with a finance or accounting background who understands business processes and enjoys bridging the gap between systems and teams.

Responsibilities

- Administer, maintain, and optimize the NetSuite ERP environment.
- Support and monitor integrations between NetSuite and third-party systems, including Workday and Concur.
- Troubleshoot integration issues, data discrepancies, and system errors, escalating when needed.
- Partner with Accounting and Finance teams to support month-end close, reporting, and financial processes.
- Configure NetSuite features such as roles, permissions, workflows, saved searches, and custom fields.
- Ensure data accuracy and integrity across integrated systems.
- Assist with system upgrades, testing, and documentation.
- Provide day-to-day user support and training for finance and operations teams.
- Collaborate with external consultants or integration partners as needed.

Qualifications

- Proven experience as a NetSuite Administrator or in a similar ERP support role.
- Hands-on experience supporting NetSuite integrations, ideally with Workday and/or Concur.
- Strong understanding of accounting and finance processes (GL, AP, AR, expenses, payroll data flows).
- Ability to troubleshoot cross-system issues and communicate effectively with both technical and non-technical stakeholders.
- Experience working closely with Finance and Accounting teams.
- Strong documentation and process-oriented mindset.
- Excellent communication skills in English.

Nice to Have

- Background in Accounting or Finance (education or professional experience).
- Experience with Oracle EPM and/or NetSuite Planning & Budgeting (NSPB).
- Experience with SuiteFlow, SuiteAnalytics, or saved searches.
- Exposure to middleware or integration tools (e.g., Celigo, Boomi, MuleSoft).
- NetSuite Administrator or ERP-related certifications.
- Experience working in a remote or global environment.

Apply to this position

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