

Abhijeet Tarde

SAP ARIBA Support Consultant

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Pune, India



Having 2.2 years of hands-on experience in SAP Ariba Buying and Invoicing. Skilled in resolving PR, PO, and invoice issues, Guided Buying support, approval flows, catalog errors, and SAP integration via CIG. Experienced in supplier issue handling, daily P2P support, and coordination with cross-functional teams.

WORK EXPERIENCE

Infosys BPM-Pune

Procurement Specialist-SAP ARIBA

June / 2023 – Present

Responsibilities

- ✚ **ARIBA Downstream Solution:** Provided functional support for **SAP Ariba Buying and Invoicing**, including troubleshooting issues related to Purchase Requisitions (PR), Purchase Orders (PO), contract Management, and Invoice Processing.
- ✚ Supported and maintained **Guided Buying** configurations, approval flows, and compliance policies to ensure streamlined and compliant requisition processes.
- ✚ Assisted end users and buyers with **catalog and non-catalog requisitions**, including resolving catalog upload errors and managing content enablement issues.
- ✚ Handled support and issue resolution for Material PO and Service PO scenarios, working closely with SAP MM through Ariba-SAP ERP integration.
- ✚ Worked on **Cloud Integration Gateway (CIG)** support for resolving integration issues between SAP Ariba and SAP ERP (MM module).
- ✚ Resolved supplier-related issues on the **Ariba Network**, including PO confirmations, invoice submission errors, and collaboration challenges.
- ✚ Delivered training and user guidance documents to help business users effectively utilize **SAP Ariba Buying and Invoicing** modules.
- ✚ Monitored and resolved daily **P2P support tickets**, including PR/PO workflow failures, invoice rejection, Approval delete and matching discrepancies.
- ✚ Supported **approval workflow configurations** for PR, PO, and Invoices based on client-specific business rules and routing policies.
- ✚ Participated in **User Acceptance Testing (UAT) and Non-Regression Testing (NRT)** to validate new releases and system changes.
- ✚ Collaborated with cross-functional teams (Accounts Payable, Procurement, Master Data, and IT) to ensure smooth Procure-to-Pay operations.
- ✚ **Project Highlight-**
- ✚ Conducted User Acceptance Testing (UAT) and Non-Regression Testing (NRT) testing on test cases and implemented a customized Line Item Form in Guided Buying for Taiwan and Japan regions to enable users to submit purchase requisitions with region-specific inputs.
- ✚ Validated multiple user cases in the test environment, ensured error-free functionality, and led the go-live implementation, enabling seamless PR submission for end-users in the production environment.

TECHNICAL SKILLS

SAP Ariba: Procurement (P2P)

CIG

SAP MM

Guided Buying and Catalog Management

Sourcing and RFQ

Service Now

KEY SKILLS

- **Ariba Modules:** Guided Buying, Buying and Invoicing (P2P), Sourcing, Supplier Management, (SLP) Contracts, Catalogs
- **PO Creation:** Material PO, Service PO
- **SAP MM:** PO, PR, Service PO, Material PO, Integration with Ariba
- **System Integration:** Cloud Integration Gateway (CIG), Ariba Network (AN), SAP MM
- **Procurement Processes:** PO, PR, GRN, SES, SCR, BPO, CW, TRR, Catalog Management, Contract Management
- **Testing Expertise:** Non-Regression Testing (NRT), User Acceptance Testing (UAT)

EDUCATION

Bachelor of engineering (B.E Electrical)-COEA

BAMU University, Aurangabad

2016 - 2020

CGPA - 8.2

<https://abhitarde.github.io/portfolio/>