

# Global HR Operations Specialist - SuccessFactors Learning - TM

## Descrição da função

- Enable and consult our Learning Admin Global Network in the implementation and usage of our global Learning & Training tool;
- Take care of the community management concept and activities dedicated to our Admins around the world (e.g., create and manage content for communication and updates);
- Offer guidance to our internal stakeholders when it comes to system and process related topics for Learning Management;
- Test system changes (either internally requested, or coming from the tool provider);
- Take care of our internal knowledge concept by making sure work instructions are up to date;
- Create and run reports from the system;
- Be a great team player (e.g., sharing knowledge and ideas with the colleagues) ;
- Help us enhance our daily operations, processes and systems;
- Be the work-package owner in global Learning & Training improvement initiatives.

## Requisitos

### Baseline of needed skills:

- A university degree that supported you develop your skills and knowledge relevant for the skills and responsibilities needed for this job (we believe in driving your own career path, diverse backgrounds and experiences are a value-add );
- You can work and collaborate well in a hybrid environment ;
- You know your way with Microsoft Office 365 suite;
- Interest in digital tools and functionalities;
- Ability to understand why and how things work the way they do (analytical/system thinking);
- Ability to adapt your communication to different audiences;
- English comes to you easily (-95 % of the job is in English);
- You enjoy learning new things and are committed to continuously self-develop;
- You are responsible and organized;
- You pay attention to details;
- Advanced Excel/ reporting knowledge.

### Additional skills that might come in handy:

- Experience with working in a global environment;
- Ability to see beyond your responsibilities and make connections.

### Tools you will use:

- Office 365 package (MS Teams, MS PowerPoint, MS OneNote, MS Excel, MS Word);



Identificação da vaga  
**REF37690A**

Local  
**Timisoara**

Nível de liderança  
**Leading Self**

Modalidade de trabalho  
**Hybrid Job**

Pessoa jurídica  
**Continental Automotive Romania  
SRL**

- SAP SuccessFactors (Learning Management);
- BMC Helix (ticketing system);
- IBM ConNext.

## O que oferecemos

Pay for Performance:

- Achievement Bonuses and Rewards;
- Relocation Bonus for non-Timisoara Residents;
- Recommendation Bonuses for new team members;
- Flexibility Program including flexible hours, mobile work and sabbaticals.

Wellbeing:

- Health & Wellness (Private Health Insurance, Life Insurance, Sport activities etc.);
- Different discounts (glasses, tires, medical, shopping);
- In-house restaurant & coffee corners.

Life-Long Learning:

- Technical, Soft Skills & Leadership trainings;
- Dedicated Programs and Conferences;
- Free Language Courses (English, German, French etc);
- Access to e-learning platforms;
- Career development opportunities (local and international);
- Internal development communities (Experts, Agile Community of Practice, Artificial Intelligence etc).

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## Quem somos

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent and affordable solutions for vehicles, machines, traffic and transportation. In 2023, Continental generated sales of €41.4 billion and currently employs around 200,000 people in 56 countries and markets.

Do you enjoy exploring new digital tools and functionalities, being organized, and collaborating with people? Do you like sharing knowledge, ideas and learning together with colleagues?

Then this job within our Global HR Systems Operations team might be a good fit for you!