HR Talent Acquisition Internship - TM

Jūsų užduotys

The intern will work within recruiting team and under the guidance of a recruiter to support in the following areas:

- Support team in resume reviews to determine if they meet qualifications;
- Source qualified candidates;
- Phone screenings;
- Interview scheduling;
- Maintain and update the applicant database (candidate status);
- Communicate with candidates and hiring managers;
- Tracking recruitment activity and other duties as assigned.

A mentor will support you to stepwise take over own responsibility after an initial training phase which will familiarize you with our organization, processes and tools.

Reikalavimai

- University studies on going in Human Resources, Communication, Business or relevant degree;
- Excellent English language skills (written and spoken);
- Intermediate or advanced knowledge of Microsoft Office (Word and Excel);
- Good communication skills;
- Highly structured working style.

Mes siūlome

What we offer:

- Integration Program in a professional, young & dynamic team;
- A mentor for your learning period;
- Recommendation Bonuses for new team members;
- Flexible working hours for your studies.

Wellbeing:

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

Ready to drive with Continental? Take the first step and fill in the online application.

Apie mus

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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.