

Working Student - Quality Management (m/f/d) - REF54940Z

Ihre Aufgaben

We are looking for a working student (m/f/diverse) for the next possible starting date to support our Quality Management team in different subjects and projects. A working period with a maximum of 20 hours per week and a duration of two years would be desirable.

The scope of work includes the following tasks:

- Supporting global users in the application of Group-wide quality methods and the usage of connected IT tools
- Supporting preparation, execution and follow up of trainings for IT tools
- Administrating the global key user groups and supports reporting
- Communicating with user groups via company-internal digital communities
- Supporting digitalization of requirements mappings, templates, and workflows
- Creating, recording, and administrating trainings in the Learning Management System incl. eLearnings, Micro-Learnings, Streams etc.
- Supporting the coordination of quality alignment meetings of subject-matter experts
- Ensuring timely availability of management summary on subject topics provided by the subject-matter experts
- Coordinating the preparation, execution, and documentation of meetings of subject-matter experts

Ihr Profil

- Students of business management, science, engineering, or a comparable field of study
- Knowledge in "Automotive Core Tools" of AIAG/VDA would be an advantage
- Confident handling of MS Office-programs
- Good knowledge of English language
- High service orientation, advanced communication and networking skills, accuracy and attention to detail, team player with the ability to work independently

Please remember to attach your current certificate of enrollment and also your current transcripts of records. Those documents are mandatory for processing your application. If required, please submit your valid residence permit as well as your work permit, including the additional sheet.

Applications from severely handicapped people are welcome.

Unser Angebot



Job ID
REF54940Z

Arbeitsbereich
Qualität

Standort
Frankfurt am Main

Ansprechpartner
Charlotta Depping

Rechtliche Einheit
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Technologies GmbH**

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- A hybrid working environment - mobile or on-site working depending on team organisation and tasks
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Über uns

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