

Rule Management, Monitoring and Internal Control Specialist (parental leave substitute)

Your tasks

This position is to support the Compliance Head of Program, Systems, Innovation, Risk Assessment, Communication and Training in his efforts to implement, maintain and enhance the compliance risk assessment, an effective compliance program as well as appropriate monitoring measures to provide assurance about the effectiveness of Continental's compliance management system.

The position communicates frequently and proactively with relevant stakeholders (Compliance and the business).



Job ID
REF76742H

Location
Porto

Leadership level
Leading Self

Job flexibility
Hybrid Job

Legal Entity
**CONTINENTAL ENGINEERING
SERVICES PORTUGAL,
UNIPessoal, LDA**

- Perform Continental's compliance risk assessment (incl. initiation, data gathering, distribution, reminding addressees, data cleansing, data analysis, reporting etc.).
- Taking an active role in implementing and improving Continental's compliance program incl. the design and implementation of effective internal controls.
- Design, implementation, and updating of compliance policies.
- Perform Continental's risk-based compliance monitoring and continuous improvement process (incl. controls testing, KPI monitoring, process audits, reporting etc.).
- Acting as an interface inside (Compliance Case Management, subject matter experts, regions) and outside the Compliance function (other Second Line functions as well as Internal Audit as Third Line) with regard to monitoring and continuous improvement activities, esp. "lessons learnt".
- Act as Group Compliance's interface to external auditors esp. with regard to monitoring and continuous improvement measures, esp. related to A.5/negative assurance.
- Responding to third party external audits of Continental's compliance management system
- Assisting with special projects as required

Your profile

- Academic degree in Business Administration or comparable qualification
- Knowledge of compliance management systems esp. compliance risk assessment, compliance measure implementation and monitoring in an international context.
- Ability to work independently in a fast paced and quickly moving environment continuously undergoing changes.
- Strong change and project management skills, including the ability to manage time well, prioritize effectively, and manage multiple deadlines effectively.

- Handling cross-functional projects
- Ability to write clearly and prepare professional communication in English (German nice to have).
- Mature and professional interpersonal skills. Ability to communicate and interact with people at all organizational levels.
- Very good handling of Microsoft Office software applications especially Microsoft Excel and Power BI
- Business fluent English language skills (written and spoken); other language skills preferred
- Strong verbal and written communication skills and a strong team player mentality
- Strong intercultural competence

Our offer

The job would start as soon as possible and we are offering a fixed-term contract of 1 year.

If you meet the requirements, you will be contacted within 15 days.

The well-being of our employees is important to us. That's why we offer exciting career prospects and support you in achieving a good work-life balance with additional benefits such as:

- Training opportunities
- Mobile and flexible working models
- Sabbaticals
- and much more...

Sounds interesting for you? [Click here to find out more.](#)

[Diversity creates value for a better tomorrow.](#) We offer equal opportunities to everyone - regardless of age, gender, nationality, cultural background, disability, religion, ideology or sexual orientation.

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

About us

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.

The Automotive group sector comprises technologies for passive safety, brake, chassis, motion, and motion control systems. Innovative solutions for assisted and automated driving, display and operating technologies, as well as audio and camera solutions for the vehicle interior, are also part of the portfolio, as is intelligent information and communication technology for the mobility services of fleet operators and commercial vehicle manufacturers. Comprehensive activities relating to connectivity technologies, vehicle electronics and high-performance computers round off the range of products and services.