

# Purchasing Business Partner Management Specialist

## 工作职责

**Supplier Coordination:** Collaborate with suppliers to obtain and verify necessary information for the sourcing and contracting process.

**Compliance Assurance:** Ensure all interactions with business partners comply with company policies, industry regulations, and legal requirements.

**Data Management:** Maintain accurate and up-to-date records of business partner information within the management system.

**Process Improvement:** Identify and implement opportunities to streamline and improve business partner management processes.

**Stakeholder Collaboration:** Work closely with internal stakeholders, including legal, finance, and operations teams, to ensure alignment and support for business partner initiatives.

**Training and Support:** Provide training and support to purchasers on effective business partner management practices.

**Reporting and Analysis:** Generate and analyze reports on business partner performance and compliance to drive continuous improvement.

## 职位要求

**Education:** Bachelor's degree in Business, Supply Chain Management, or a related field.

**Experience:** Minimum of 3-5 years of experience in business partner management, supplier relationship management, or a related role.

**Technical Skills:** Proficiency in business partner management systems and related tools. Strong Excel skills are a plus.

**Communication Skills:** Excellent verbal and written communication skills. Ability to work effectively with suppliers and internal stakeholders.

**Attention to Detail:** Strong attention to detail and organizational skills.

**Problem-Solving:** Ability to identify and resolve issues related to business partner management.

## Preferred Qualifications:

Experience with specific business partner management systems (e.g., SAP Ariba, Coupa).



职位号码  
**REF79442H**

工作职能  
采购

所在地  
**Timișoara**

领导力级别  
个人贡献者

工作场所灵活度  
混合式办公

法律实体名称  
**ContiTech Thermopol Romania S.R.L.**

Knowledge of industry-specific purchasing practices and standards

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Chance to solve problems, shape innovations and contribute to a change

Development of a career at Continental

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