

## Recruiter

### Your tasks

Main tasks:

- Design and implement an overall recruiting strategy
- Develop and update job descriptions and job specifications
- Perform job and task analysis to document job requirements and objectives
- Source and recruit candidates by using databases, social media, etc
- Screen candidate's resumes and job applications
- Conduct interviews using various reliable recruiting and selection tools/methods to filter candidates
- Onboard new employees in order to become fully integrated
- Monitor and apply HR recruiting best practices
- Act as a point of contact and build influential candidate relationships during the selection process
- Promote the company's reputation as the "best place to work"
- Guides employees and supervisors in HR-related matters (supports decision-making and acts as a consultant).
- Actively identifies gaps, proposes and implements changes necessary to cover risks
- Acts as a role model for our company values and culture.
- Implements and supports Employer Branding road-map and acts as an ambassador
- Works closely with external services for sourcing and selecting the best-fit candidates

### Your profile

We are looking for:

- Several years of HR experience as a Recruiter (Plant/Location HR experience)
- Solid ability to conduct different types of interviews
- Hands-on experience with various selection processes
- Excellent communication and interpersonal skills
- Strong decision-making skill

### Our offer

We offer:

- **The 13-th salary** - Paid once a year, in December;
- **Meal tickets** - With a value of 40 Ron;
- **Hybrid schedule** - Work-life balance is important, so we offer a flexible schedule. Please agree on this with your superior;
- **Private Health Insurance** - Health is the most important, so we offer you a medical subscription through Signal Iduna;
- **Referral bonuses** - We encourage colleagues to refer new candidates to us and, at the same time, to get the chance to receive a bonus;



Job ID

**REF80700I**

Field of work

**Human Resources**

Location

**Timișoara**

Leadership level

**Leading Self**

Job flexibility

**Hybrid Job**

Legal Entity

**ContiTech Thermopol Romania  
S.R.L.**

- **Bookster** – Feed your body and your mind. You can borrow books and you'll receive them at the office;
- **Sports benefits**- It's important to stay active, so we offer you the 7Card;
- **Discounts at our partners** – We collaborate with different vendors, and we receive discounts for various products/ services like rubbers, restaurants, kindergartens, etc;
- **System for Rewarding Improvement Ideas** – We have an internal improvement program (Continental Idea Management) that gives you the opportunity to come up with ideas and to be honored with an attractive bonus (this is established by the CIM team according to your improvement idea);
- **Happy days** – If you or your child is getting married, or you become a parent, you receive some extra free days;
- **Life events celebration** - If your family is growing, we praise your newborn with a bonus;
- **Unfortunate events** - In case of unhappy events in your life, we support you by offering you free days and financial support (handled on a case by-case basis);
- **Extra vacation days** – You begin with 22 vacation days/year, and starting with the 3rd year with us, we offer you 1 more day of vacation and, afterward from 2 to 2 years you'll get one more extra day (the maximum you can achieve is 29);
- **Transport from the Timisoara area** – You can choose to come with the bus provided by the company if you'll work from the plant location/office;
- **Professional development** - Many opportunities to develop yourself within the company;
- **Diversity and multicultural mindset** - We encourage you to join us no matter who, where, or what you are. We have colleagues from different nations and a variety of languages are spoken in our company.

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

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## 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 2021, Continental generated sales of €33.8 billion and currently employs more than 190,000 people in 58 countries and markets. On October 8, 2021, the company celebrated its 150th anniversary.

The ContiTech group sector develops and manufactures, for example, cross-material, environmentally friendly and intelligent products and systems for the automotive industry, railway engineering, mining, agriculture and other key industries. Guided by the vision of “smart and sustainable solutions beyond rubber,” the group sector draws on its long-standing knowledge of the industry and materials to open up new business opportunities by combining various materials with electronic

components and individual services.