

## (Senior) Legal Operations Manager (m/f/d) - REF82229V

### 工作职责

We are seeking a (Senior) Legal Operations Manager (m/f/diverse) to join our dynamic legal team in Hannover, within the Tires sector. In this pivotal role, you will be responsible for optimizing the efficiency and effectiveness of our legal department's operations, leveraging your expertise in legal processes, technology, and project management.

No direct experiences in Legal Operations? No problem! We welcome applicants from diverse professional backgrounds – whether you come from consulting, project management, finance, or another field. What matters most to us is your **drive to make a difference**, your **affinity for numbers**, your **strong communication and negotiation skills**, and your **ability to lead projects and inspire others**.

Your tasks will include:

- Leading and managing strategic global legal projects that support the organization's global objectives
- Optimizing legal spend and managing outside counsel relationships and billing
- Developing and maintaining key performance indicators (KPIs) for the global legal department
- Collaborating with cross-functional teams to streamline legal processes and reduce risks
- Implementing and maintaining legal technology solutions to improve workflow efficiency
- Staying current with legal operations best practices and emerging technologies
- Collaborating with senior leadership to identify and mitigate legal risks
- Maximizing efficiency through the strategic deployment of technology solutions, by using collaboration tools, workflow automation, Business Intelligence

### 职位要求

- Master degree in Business, Law or related field (background in Law is not mandatory) or comparable qualification
- Proven experience in legal operations or related field, preferably in a corporate legal department or law firm (s. above)
- Proven project management skills and ability to manage multiple priorities simultaneously
- Strong analytical skills with the ability to interpret data and provide actionable insights
- Excellent communication and interpersonal skills, with the ability to collaborate effectively across all levels of the organization
- Knowledge of legal industry trends and best practices
- Understanding of the legal technology landscape and its applications
- Legal Operations certification (e.g., CLOC) is a plus



职位号码  
**REF82229V**

工作职能  
法务与知识产权

所在地  
**Hannover**

领导力级别  
领导团队

工作场所灵活度  
混合式办公

招聘专员  
**Dana Brötje**

法律实体名称  
**Continental Reifen Deutschland GmbH**

- Business fluent English and German language skills (written and spoken)
- International experiences and understanding of different cultures

Applications from severely handicapped people are welcome.

**Still unsure if this role is the right fit for you?** Feel free to reach out regarding a short alignment. We're happy to clarify the role and explore how your background could be a great match!

我们可以提供

- Individual development planning based on your personal needs and targets
- Work from home up to 2 days a week (unless workshops etc. require physical presence)
- Option to work from other EU countries up to 40 days per year
- 30 days of vacation per year
- Opportunity to make a difference
- Employee discounts
- Company/tariff pension plan
- Health insurance
- Assistance with child-care
- Canteen on-site
- On-site physicians
- Sabbatical option

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

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关于我们

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With its premium portfolio in the car, truck, bus, two-wheel and specialty tire segment, the Tires group sector stands for innovative solutions in tire technology. Intelligent products and services related to tires and the promotion of sustainability complete the product portfolio. For specialist dealers and fleet management, Tires offers digital tire monitoring and tire management systems, in addition to other services, with the aim of keeping fleets mobile and increasing their efficiency. With its tires, Continental makes a significant contribution to safe, efficient and environmentally friendly mobility.