

# Internship Purchasing Support - CTBC

## 工作职责

Global Business Services Department is currently looking for an intern within our dynamic Purchasing team.

You will collaborate closely with your mentor to support the purchasing team in managing end to end purchase order activities for non production materials.

- Support operational purchasing activities: Create and manage purchase orders, validate requests, and ensure timely approvals.
- Assist with supplier communication: Request quotes, follow up on deliveries, and help resolve order discrepancies.
- Maintain procurement documentation: Update supplier records and compliance files.
- Collaborate with cross functional teams: Work with finance, category managers, and internal stakeholders across EMEA locations.

Within our team, you will have the chance to be part of a very energetic and innovation-oriented work environment, to collaborate with internal and external stakeholders and to develop a multicultural perspective.

## Missions:

Your own willingness, skills and company circumstances could give you the opportunity to develop your career and widen your responsibilities by having access to vertical/horizontal internal moves.

## 职位要求

- This is what it takes to be a successful in Buyer Internship:
- Ongoing University studies in business, supply chain, engineering, or any - with strong interest in discovering the Purchasing domain;
- Proficient in using Microsoft Office suite;
- English - medium/advanced level;
- German is a plus;
- Ability to work in international teams;
- Adaptable to learn new processes, concepts, and skills.

## 我们可以提供

### What we offer:

The 13-th salary - Paid once a year, in December;

Meal tickets - With a value of 40 Ron;

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;

Bookster - Feed your body and your mind. You can borrow books and



职位号码

**REF82425X**

工作职能

采购

所在地

泰梅什堡

工作场所灵活度

混合式办公

法律实体名称

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

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. We reward employees who reach 15 and 20 years within the company with another day of vacation, reaching a maximum of 29 days.

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.

## 关于我们

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.