

Business Partner Due Diligence Specialist

Your tasks

- **False Positive Clearing**
 - False Positive clearing for:
 - Sanctions screening
 - Adverse Media Screening
 - Ultimate Beneficial Owner (UBO) Screening
 - Internet Research
 - Continuous Screening
- **Entry of Business Partner Information + data correction**
 - Manual Entry of BP information into the KYBP tool (depending on processes defined by the sectors/group functions)
 - Correction of wrongfully entered data by the initiator (e.g. found during follow ups)"
- **Tracking of post-completion mitigation measures**
 - Tracking of post-completion mitigation measures, incl. Follow ups with the business
 - Determination if post-completion mitigation measures were indeed completed by the initiator and complies with the requirements set
- **Sample Checks**
 - Collection of random samples within the KYPB platform once a year based on a predefined set of criteria
 - Preparation of sample to send to Group Compliance, Group Export Control & Sanctions + the global Responsible Value Chain organization for further processing and analysis
 - Collection of feedback of analysis by Group Compliance, Group Export Control & Sanctions + the global Responsible Value Chain organization
- **IT support**
 - Technical Support for Tool
 - User Creation / Access Support
 - Answering Questions about Due Diligence Program
 - Information about BP Status
 - Internal/External Questionnaire Support
 - Forwarding tickets to responsible team



Job ID
REF82635P

Location
BGC, Taguig

Leadership level
Leading Self

Job flexibility
Hybrid Job

Legal Entity
**Continental Automotive Systems
Philippines, Inc.**

Your profile

- Bachelor's degree holder in Business, Finance, Engineering, IT, or related courses.
- Basic knowledge in Compliance, Sanctions & Export Control and/or Labor and Human Rights, and Environmental Due Diligence.
- 3-5 years of related work experience in Compliance and Export Control is a plus.
- Advanced knowledge of IT systems and databases preferably SAP
- Proficient in using Office 365 applications; Advanced knowledge of

Excel.

- Work with Project teams on process improvements, development of KPI and other quality measures.
- Experience in working with international teams
- Understanding of different cultures

Our offer

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 **2024**, Continental generated **preliminary** sales of **€39.7** billion and currently employs around **190,000** people in **55** 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.

In the Philippines, Continental Automotive Systems Philippines, Inc or CASPI (formerly Temic Automotive (Phils.) Inc., is a dynamic company with over 50 years in the Philippines, established as a key player in the automotive industry.

CASPI has successfully housed shared services to support Continental locations in Asia and around the world.

CASPI is proud to employ around 150+ skilled and motivated professionals who are part of our shared services team. These individuals are the backbone of our organization, driving our commitment to excellence, customer satisfaction, and organizational success.

To add, last May 6, 2024, Continental Automotive Systems Philippines, Inc. has been certified as Great Place To Work® in the Philippines.