

Internship Purchasing (part time 6 h)

Náplň práce

- Assisting the Purchasing team in acquiring PPM approvals for the invoice price discrepancies, other supplier data collection, inquiries, and ad hoc activities;
- Assisting Purchasing team in PO management (PR to PO conversion, Order acknowledgment, PO expediting and de-expediting);
- Preparing the reports requested by work stream stakeholders and management
- Respect the work schedule;
- Follow the work instructions.
- Respects quality standards.

Profil kandidáta

- Ongoing University studies in business, supply chain, engineering, or any field, with a strong interest in discovering the Purchasing domain;
- Proficient in using the Microsoft Office suite;
- English - medium/advanced level;
- Ability to work in international teams;
- Adaptable to learn new processes, concepts, and skills.

Čo ponúkame

What we offer:

- **The 13th 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;
- **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 allows you 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;



ID pozície
REF82966J

Pracovná oblasť
Nákup

Miesto práce
Timișoara

Právnická osoba
S.C. ContiTech Romania S.R.L.

- **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 27);
- **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.

O nós

OESL – Original Equipment Solutions, For Future Mobility.

Are you ready to move ForwardTogether with a global, dedicated, and experienced team?

Join us and take the opportunity to contribute to our future in the fundamentally changing automotive industry with your new role as Head of HR Location in the stand-alone Business Area Original Equipment Solutions. Your new place to work is flexible and will be defined later (hybrid).

About Original Equipment Solutions:

With more than 17.000 employees and around 2bn€ sales, present in 15 countries with 35 locations and tech centers – OESL is a global player in the automotive sector with extended material competence in rubber, plastic, and metal, serving all major OEM's and commercial vehicle customers' needs with millions of parts in high quality.