

Intern HR & Internal Communications - Year-Round

Your tasks

HOW YOU WILL MAKE AN IMPACT

We are currently seeking an HR & Internal Communications Intern to be part of the ContiTech Industrial Solutions Americas (IAM) team in Fairlawn, Ohio.

As an HR & IC Intern, you will assist with employee engagement events and work to enhance the organization's strategic presence on internal/external social media, the employee mobile app and digital signage. Under the supervision of the ContiTech IAM Internal Communications Manager, you will create and schedule content, draft messages, monitor key performance indicators (KPIs) and provide support to the HR data analytics team as needed.

Additionally, you will collaborate with other functions to ensure consistency in messaging and branding as well as contribute ideas for optimizing digital communication channels to reach and engage target audiences effectively based on performance metrics.

Digital channels include:

- ContiBeat - Continental's employee mobile app
- ConNext - Continental's internal social networking community
- LinkedIn - Leadership presence and account activity

Your profile

WHAT YOU BRING TO THE ROLE

- Junior or Senior currently enrolled in a U.S. accredited degree program studying Public Relations, Communications, Media, Journalism or Human Relations
- Must have and maintain a minimum GPA of 2.8 or higher
- Able to work a minimum of 24 hours per week during normal business hours (Mon-Fri)
- A strong understanding of digital platforms and how people consume content.
- Excellent communicator, strong team player, customer focus, networking skills.
- A positive, proactive, curious mindset that seeks to find solutions and solve problems.
- Excellent writing skills (Knowledge of AP Style preferred.)
- Proficient with Microsoft Office applications (PowerPoint, Excel, Word, Outlook, Teams)
- Legal Authorization to work in the US is required. We will not sponsor individuals for employment visas now or in the future for this job opening.



Job ID
REF83163Y

Field of work
Communications

Location
Fairlawn

Legal Entity
ContiTech USA, Inc.

Our offer

THE PERKS

- Flexible working hours and hybrid work arrangements.
- In-office work location: Fairlawn, OH.
- Ability to leverage a mentoring program that offers the chance to receive guidance and knowledge from seasoned colleagues in a close-knit environment.
- Work with an inspiring local team and collaborate with international HR & Internal Communications network.

EEO-Statement:

EEO / Disabled / Protected Veteran Employer. Continental offers equal employment opportunities to all qualified individuals, without regard to unlawful consideration to race, color, sex, sexual orientation, gender identity, age, religion, national origin, disability, veteran status, or any other status protected by applicable law. In addition, as a federal contractor, Continental complies with government regulations, including affirmative action responsibilities for qualified individuals with a disability and protected veterans, where they apply. To be considered, you must apply for a specific position for which Continental has a current posted job opening. Qualifying applications will be considered only for the specific opening(s) to which you apply. If you would like to be considered for additional or future job openings, we encourage you to reapply for other opportunities as they become available. Further, Continental provides reasonable accommodations to qualified individuals with a disability. If you need assistance in the application process, please reply to Careers@conti-na.com or contact US Recruiting at 248.393.5566. This telephone line and email address are reserved solely for job seekers with disabilities requesting accessibility assistance or an accommodation in the job application process. Please do not call about the status of your job application, if you do not require accessibility assistance or an accommodation. Messages left for other purposes, such as following up on an application or non-disability related technical issues, will not receive a call back.

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

About us

THE COMPANY

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.

ContiTech is one of the world's leading industry specialists. The Continental group sector offers its customers connected, environment-friendly, safe, and convenient industry and service solutions using a

range of materials for off-highway applications, on rails and roads, in the air, under and above the ground, in industrial environments, for the food sector and the furniture industry. With about 42,000 employees in more than 40 countries and sales of some 6.8 billion euros (2023), the global industrial partner is active with core branches in Asia, Europe and North and South America.

Are you ready to shape the future with us?