

Internship Administrative | Law (4h)

Descrição da função

Legal & Compliance Internship

Part-time | Hub Law & Compliance Team

Are you detail-oriented, organized, and passionate about supporting legal and compliance processes? Join our dynamic team and contribute to meaningful initiatives that shape our organization's integrity and data protection standards.

What You'll Do

As a Legal & Compliance Assistant, you'll be a key support for our specialists, helping ensure smooth operations and compliance across various legal and administrative areas. Your main responsibilities will include:

- **Team Support:** Assist department specialists with daily tasks and documentation.
- **Database Management:** Organize and maintain accurate legal and compliance-related data.
- **Project Involvement:** Participate in specific law and administrative initiatives or small-scale projects.
- **Process Assistance:** Contribute to activities related to legal workflows and procedures.
- **Data Protection Focus:** Support data protection efforts within the Hub Law & Compliance Team

Requisitos

What You Bring

- Strong organizational and communication skills;
- Attention to detail and a proactive attitude;
- Interest in legal processes and data protection;
- Ability to manage confidential information responsibly;
- Familiarity with administrative tools and databases is a plus;
- University (Law Bachelor's);
- English - minimum medium level (spoken & written);
- Strong work ethic;

O que oferecemos

We offer:

- Integration Program in a professional, young & dynamic team;
- Competitive Salaries (based on performance);
- 13th salary;
- Health & Wellness Benefits (Private Health and Life Insurance, Sport



Identificação da vaga
REF87970A

Área funcional
**Jurídico & Propriedade
Intelectual**

Local
Timișoara

Pessoa jurídica
**S.C. Continental Automotive
Products S.R.L.**

activities etc.);

- Different discounts (glasses, tires, medical, shopping);
- Professional Development Opportunities (in Technical and Managerial Area);
- Flexible Working Schedule;
- Stability;
- International Work Environment & Traveling.

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Quem somos

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 sales of €39.7 billion and currently employs around 190,000 people in 55 countries and markets.

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.