

Contract Management Responsible - CTBC

Responsabilități

Managing cross-BA contract reviews (mainly of OEM customers) as a Project Manager including involvement of all relevant stakeholders (i.e. Sales, Legal, Export Control, Tax, SCM, Quality, etc.)

Inviting of kick-off meeting; organization of follow-ups; leading all experts through the process

Responsible for maintaining the Claim and Contract Management tools (i.e. LeO, ClaiRe, eClaiR and others)

Updating meta data, contract partners; managing user rights, etc.; being first contact for technical issues; solving issues with IT internally or with external contracting parties

Improving the tools continuously (i.e. AI developments); creating and offering trainings related to the tool usage

Define KPIs together with Supervisor and Stakeholders; update KPI frequently and do report outs on a regular basis (manually or via PowerBI)

Support sector or BA projects by analysing data basis and providing requested information

Cerințe

- University degree (e.g. economics, business administration, engineering, science, law)
- 3-years experience as part of an international company
- Proven experience in project management
- English: Business fluent
- Intercultural expertise

Oferta noastră

What We Offer

- **Supportive Learning Environment:** Opportunities for continuous growth and development.
- **Mentorship:** Guidance from experienced professionals to accelerate your career.
- **Flexible Schedule:** Working hours adapted to your academic commitments.
- **Competitive Benefits Package:**
 - 13th salary
 - Meal vouchers
 - **Private Health Insurance:** Comprehensive medical coverage through Signal Iduna.
 - **Referral Bonus Program:** Recommend candidates and earn rewards.
 - **Bookster Access:** Borrow books delivered directly to the office.



Job ID
REF91778W

Domeniul de activitate
Timișoara

Nivelul de Leadership
Leading Self

Flexibilitatea programului de lucru
Hybrid Job

Persoană juridică
ContiTech Thermopol Romania S.R.L.

- **Sports Benefits:** Stay active with 7Card membership.
- **Exclusive Discounts:** Enjoy special offers from partner vendors (restaurants, kindergartens, etc.).
- **Idea Reward System:** Share improvement ideas via Continental Idea Management and receive bonuses.
- **Work-Life Balance & Special Occasions:**
 - Extra paid days for life events (weddings, childbirth).
 - Financial and time-off support during unfortunate events.
- **Vacation Policy:**
 - Start with 22 days/year, increasing gradually up to 29 days based on tenure.
- **Professional Development:** Numerous opportunities for career advancement within the company.
- **Inclusive Culture:** A diverse, multicultural environment welcoming all backgrounds.

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

Despre noi

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 2022, Continental generated sales of €39.4 billion and currently employs around 200,000 people in 57 countries and markets.

The ContiTech group sector develops and manufactures, for example, cross-material, environmentally friendly and intelligent products and systems for the automotive industry, railway engineering, mining, agriculture and other key industries. Guided by the vision of “smart and sustainable solutions beyond rubber,” the group sector draws on its long-standing knowledge of the industry and materials to open up new business opportunities by combining various materials with electronic components and individual services.