

# Global HR Systems User Access Provisioning Specialist - Tires

## 工作职责

The role Global HR Systems User Access Provisioning Specialist is part of Global HR Services – HR Systems Operations. This role is central to ensuring secure, timely, and compliant user access while continuously improving access related processes for our external HR services provider.

Your tasks include:

- Create, update and deprovision Active Directory (AD) accounts for external users based on approved requests.
- Enable and configure users in the internal Business Partner Access tool.
- Maintain accurate records of users for audit and compliance purposes.
- Periodically monitor the access usage.
- Ensure and control defined support processes to keep service level agreements (incident management, user requests).
- Develop, document, and continuously improve operational processes across HR digital solutions, contributing to knowledge articles, standard operating procedures, and training materials.
- Complete regular data quality reviews and audits.
- Manage tasks & processes within a complex, global organization and handle various stakeholders.
- Collaborate closely with internal teams (Global HR Services and IT Infrastructure) as well as coordinators from the external service provider to ensure smooth day to day operations and effective issue resolution.

## 职位要求

- You have a university degree in a related field, such as Computer Science or Human Resources.
- You have previous experience in an operations, system support, or access provisioning role, ideally within an HR, shared services, or IT service environment.
- You have previous experience with user access management and system authorizations, preferably with HR systems or identity related tools.
- You know your way around Microsoft Office 365 suite as a user.
- English comes to you easily (-95 % of the job is in English).
- You can work and collaborate well in a hybrid environment.
- You have a strong interest in digital tools, systems, and workflows, with a willingness to understand how technology supports business processes.
- You can adapt your communication to different audiences.
- You enjoy learning new things.
- You are responsible and organized.



职位号码  
**REF93574P**

工作职能  
人力资源

所在地  
泰梅什堡

领导力级别  
个人贡献者

工作场所灵活度  
混合式办公

法律实体名称  
**S.C. Continental Automotive  
Products S.R.L.**

- You pay attention to details.

我们可以提供

What we offer:

- 13th salary
- Performance bonus
- Christmas & Easter bonus
- Seniority bonus
- Flexible working time;
- Home office;
- Competitive salaries & benefits;
- Health & wellness (Life Assurance, Private Health and Dental Insurance, Sport activities, Canteen, 24/7 Helpline with Psychologists etc.);
- Different discounts (tires, glasses, medical, shopping, etc.)
- Relocation bonus for non-Timisoara Residents
- Professional development opportunities (in Technical and Leadership Areas);
- International Work Environment & Traveling Opportunities.

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