

# Business Owner Document Management Technologies (determined 2 years contract) - Tires

## Your tasks

Join our global HR organization and play a key role in shaping and optimizing our UKG ecosystem. As the business owner for key HR platforms, you will drive global governance, standardization and continuous improvement initiatives, ensuring our systems effectively support business-critical HR processes.

## Key Responsibilities

Act as a business owner of our UKG platforms (e.g. Electronic Personnel Archive, HR Inbox) and other related global HR Technologies including appropriate governance.

Lead the definition, building and implementation to ensure a globally harmonized approach for relevant HR topics to support critical business processes.

Define and establish data services based on the global UKG platforms, such as rules and regulations for data requests regarding reporting, auditing, etc., especially taking into account data protection, labor relations, data security and documentation requirements.

Responsible for continuous improvements within the framework for the global UKG platforms.

Represent HR towards UKG (and other external partners) regarding requirements and continuous improvement.

## Your profile

- Bachelor's or Master's degree in Business Administration, Human Resources, Information Technology, or a related field.
- Minimum 5 years of relevant professional experience in Human Resources, Information Technology, or a comparable area.
- Proven experience managing projects, driving process improvements, or leading cross-functional initiatives.
- Experience working in a global matrix organization and collaborating with diverse, international teams.
- Fluent English communication skills, both written and spoken.
- Excellent analytical and problem-solving abilities, combined with a structured and solution-oriented mindset.

## Our offer

- 13th salary;
- Performance bonus;
- Christmas & Easter bonus;
- Seniority bonus;
- Flexible working time;
- Competitive salaries & benefits;



Job ID

**REF98005T**

Field of work

**Human Resources**

Location

**Timișoara**

Leadership level

**Leading Self**

Job flexibility

**Hybrid Job**

Working time

**Full Time**

Legal Entity

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

- 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.

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

## About us

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 preliminary 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.