

# Communication Specialist

## Description

Coordinates the internal and external communication of the PJ Plant. In charge with defining and implementing a transparent and efficient communication strategy. In agreement with the corporation's business goal, the tire division strategy and the communication guideline, in order to ensure a positive image of the PJ Plant at all stakeholders.

## Qualifications

Corporate Identity :

Intensity EBR branding activities

Corporate Branding and Values Activities

Intranet Update for PJ Plant

CSR Project with external parties

Internal Stakeholders :

Manage the internal communication with all stakeholders promoting Continental as attractive employer internally.

Responsible for implementing professional internal communication tools (newsletter, internal letters, info board, internal TV and internal adverts) in order to ensure motivated workforce in the plant. Responsible for the plant employee communication platforms including digital signage (TV Monitors), townhall meetings, email communications, intranet platforms, etc. Recommends, writes and disseminates information relevant to the plant in the internal media

External Stakeholders :

Develops and coordinates external communications programs to ensure positive image of Continental and to position the plant as employer of choice and good citizen of the community. Ensures alignment of all communications to corporate, divisional and local business objectives, by constantly exchanging with and assisting the Locations Communications Tires. Establishes and maintains good relations with the local media, the local authorities, important institutions and the community as speaker of the plant.

Organization :

Responsible for interpreting Employee Relations related to HR policies and procedures. Other responsibilities include assessing and recommending resolutions to employee relations issues raised through various means, including company action lines and direct contact from field management or other personnel. Responsible for driving the Continental culture through values and standards. Develops and maintains effective relationship through effective and timely communication. Takes initiatives and action to respond, resolve and follow up regarding employees service issues with all employees in a timely.

Quality :

Apply now



## Keyfacts

**Job-ID**

150825BR

**Function**

Communications

**Location**

Petaling Jaya

## Benefits

Career advice and training offer

Flexible working hours

Maternity/paternity leave

Employee discount company products

Healthcare services

On-site physicians

Employee-Events

Work Life Balance

Referral program

Free parking space

Canteen

Life Insurance

Dental Assistance

Performance based bonus

Accept the responsibility and striving for excellence in all work processes and outcomes, honoring organization policies and all regulatory requirements.

**Safety and Environment :**

Understanding and adherence to environmental, safety and health policy, procedures and regulations issued by ESH Department and also to take care of own safety as well as working colleagues within the plant premises.

The Business Area Tires offers the perfect tires for a wide range of different applications - from cars, trucks and buses to special vehicles, bicycles and motorcycles. Through continuous investment in Research & Development, Continental makes a major contribution to safe, cost-effective and ecologically efficient mobility. The portfolio of the Business Area Tires includes services for the tire trade and for fleet applications, as well as digital management systems for tires.