

ZUSAMMEN EINE STARKE MANNSCHAFT

Are you passionate about digitalization and ready to shape the future of business services? Do you enjoy improving internal systems and working on cross-functional IT projects? Are you skilled in managing IT infrastructure and cybersecurity while keeping an eye on innovation?

WE ARE LOOKING FOR YOU AS A DIGITAL SOLUTIONS & IT SPECIALIST

As a Digital Solutions & IT Specialist, you'll play a pivotal role in shaping AHK Romania's digital journey, IT infrastructure, and cybersecurity framework. Your responsibilities will include analyzing internal processes, identifying digitization potential, and successfully implementing digital projects. You'll also coordinate with external IT suppliers to maintain and enhance our technical infrastructure and ensure system security. This role requires cross-departmental collaboration and a proactive approach to quality assurance and continuous improvement. If you're passionate about digitalization and technology, and ready for a challenge, we want to hear from you!

Your tasks include:

- **Analyze Internal Processes:** Evaluate existing processes and services to identify digitalization opportunities.
- **Implementation of Digital Solutions:** Take ownership of implementing innovative digital solutions across the organization.
- **IT Infrastructure & Cybersecurity:** Oversee the maintenance, modernization, and security of AHK Romania's IT infrastructure, including hardware, software, and network systems, in collaboration with external IT suppliers.
- **Quality Assurance:** Ensure successful execution of digital and IT projects, including documentation and internal staff training.
- **CRM System Maintenance:** Manage and enhance the AHK internal CRM system (CAS Genesis).
- **IT Supplier Coordination:** Liaise with external IT providers to support infrastructure and security needs and drive digital initiatives.
- **Cross-Departmental Collaboration:** Work closely with all departments to align technology with organizational needs.

That's what you should bring with you:

- **Education:** Completed university studies with a focus on IT and/or economics/industrial engineering.
- **Experience:** At least 3 years of professional experience, ideally in digital project implementation, IT systems, or infrastructure management.
- **CRM Expertise:** Familiarity with CRM systems, preferably CAS Genesis.
- **IT & Security Know-How:** Understanding of IT infrastructure, cybersecurity principles, and vendor coordination.
- **Project Management Skills:** Proficiency in project management tools and agile methodologies.
- **Passion for Digitalization:** Enthusiastic about driving digital transformation and process improvements.
- **Analytical Skills:** Ability to quickly grasp complex systems and develop systematic solutions.
- **Language Proficiency:** Excellent written and spoken English. Proficiency in German is advantageous.
- **Work Ethic:** Independent, responsible, and committed to delivering high-quality results.
- **Collaboration:** A team player with strong communication skills.
- **Resilience:** Able to adapt and thrive in a dynamic environment.

WHY JOIN AHK ROMANIA:

- **Challenging Projects:** Be part of innovative digital and IT initiatives.
- **Collaborative Environment:** Work with dynamic, cross-functional teams.
- **Competitive Compensation:** Enjoy career development and growth opportunities.

Application: Send your resume and cover letter to karriere@ahkrumaenien.ro, attn: Mrs. Ruxandra Dumitrescu
Please visit our website for more job offers at AHK Romania: www.ahkrumaenien.ro/karriere/wir-suchen-dich

About Us: The German-Romanian Chamber of Commerce and Industry (AHK Romania) is the largest bilateral business association in Romania with more than 650 members. As the official representative of German business in Romania, it plays a key role in promoting German-Romanian economic relations. AHK Romania offers a wide range of services to help German companies enter the Romanian and Moldovan markets and establish new branches in Romania and Moldova. It also acts as a partner for Romanian and Moldovan companies interested in the German market.



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