



Power your Career to New Heights with HUAWEI

About Huawei

- Our products and solutions have been deployed in over 140 countries, serving more than one third of the world's population.
- Our business language is English: Unlike other players in the industry, we truly offer an English language dominated environment. This means: the opportunity to work in a multinational with people from multiple backgrounds- a deep enhancement for any resume.
- We seek and reward talent. At Huawei, if you are driven and show results, you will see these efforts rewarded. We have a culture that rewards hard work and dedication. We don't take people for granted.
- 18 locations in Germany. 5 Research & Development Centers. 1600+ employees in Germany. Yes, we are growing!
- We operate globally! We are the largest telecommunications equipment manufacturer in the world, and we are going for more every day. Who wouldn't want to have this on their resume?
- We are friendly and we like it that way: At Huawei, we have a nice working environment. Doors are open, and people collaborate with each other in a non-political manner. It's fun coming to work!
- We offer international real professional development opportunities. Anywhere you are, Huawei is there!
- We are diverse, and we embrace it - We have more than 150 nationalities worldwide. Working at Huawei, not only will you grow as a professional, but you will enrich your life!



COC Assistant

Job location: Düsseldorf

Contract: Contract with leased labor company (18 months contract)

Main Responsibilities:

Centralized operation management/support of project service delivery. Responsible for daily plan-maintenance of project rollout and business/operation KPIs of site delivery. Monitor different kind of business data in project management, ERP management and financial audit fields to support a successful site delivery.

1. Maintain project rollout plan regarding site delivery status, customer or subcontractor alignment
2. Monitor accuracy and timeliness of rollout plan, alarm abnormal delivery plan
3. Check and trigger correct delivery requirement to related operation groups (customer Order, Equipment Shipment, Service Procurement, Acceptance, Billing and Payment, etc.)
4. Support project team reach project target and KPIs
5. Realize operation automation
6. Centralized fulfillment monitoring
7. Tracking and insure financial result follow IFRS 15 regulation

Requirements:

- Bachelor degree or higher in Business Administration, Marketing, Finance, Engineering or relevant experience
- 3-5 years working experience in the area of contract, quality and process management (if intern position will not be needed)
- Graduates are also encouraged to apply
- Excellent written and communication skills in German and English. Chinese language skills are an advantage
- Self-motivated, cooperative and flexible personality

What we offer:

We offer you a professional career in the one of the leading multinational telecommunication company, challenging work and competitive salary package. You will also receive opportunities to join trainings to improve your skills.

Contact info:

Please send your detailed Resume or CV in English via e-mail to recruiting.de@huawei.com indicating the position and work location that you apply for.

