

Rheinschrift Language Services is a translation services provider catering to global players worldwide and is one of the largest companies within the sector in Germany. Our focus lies on IT (software & hardware), technology, business & finance, law, medicine and medical technology.

For our office in **Jerez** we are looking for a motivated

Vendor Manager (m/f) **(full time)**

Your tasks

- Recruit freelance partners in accordance with production needs and strategic development plans
- Build long-term relationships with partners and act as their primary contact for information, support, and collaboration
- Monitor, track and evaluate partner performance and determine corrective measures where needed
- Negotiate prices to Rheinschrift's best interest
- Organize translator teams for large projects
- Refine recruitment and vendor development strategies

Your profile

- Degree in translation/localization, modern languages or Human Resources or recruitment related work experience
- Ideally work experience as vendor/talent manager or as a recruiter
- Knowledge of business processes within the translation and localization industry
- Experience with Social Media for recruitment purposes
- Proven communication and negotiation skills
- Well-defined organizational, multitasking skills and self management skills
- Target-orientation and ability to work efficiently
- Hands-on mentality
- Negotiation-level written and spoken English
- German language skills are a plus
- Well experienced in using various computer programs (MS Office) and file formats, knowledge of CAT programs is a plus

... **Rheinschrift** is offering a long-term job in a pleasant working environment with flat hierarchies and performance-related remuneration. You'll be part of a young and dynamic team. The position has potential for professional development and is closely connected with our vendor management team in Cologne, Germany.

Please send your complete application with your salary expectations and your earliest possible starting date to:

Rheinschrift Language Services

www.rheinschrift.de

jobs@rheinschrift.de

For queries, please contact Andrea Nahrwold +49 (0)221 801928-45.