

+ BE YOURSELF – BECAUSE THAT’S HOW WE WANT YOU TO +

At Anexia, we take responsibility for all the **challenges of the digital world** – each and every day. That’s because we see ourselves as the **“Digital Transformation Engine”**. And how do we succeed in this mission? It’s simple. We are a family of facilitators with innovative ideas. We’re capable of, want to, and allowed to make things happen. That’s what makes us so unique! Do you want to be a part of our digital revolution and make history with us? **#joinourrevolution**

PROZESSMANAGER (M/W/D)

Vienna, Graz, Klagenfurt | full time

In your role as an operational process manager, you function as a key interface between Anexia Holding and Anexia Cloud Solutions, bridging the gap between management, operational teams, and auditors. Your primary focus is on the practical implementation, continuous improvement, and monitoring of internal business processes, ensuring adherence to certification and compliance standards.”

#PROFILE



- Providing operational support, implementation, and documentation of requirements from relevant standards and certifications (ISO 27001, ISO 14001, ISO 27701, ISO 9001, ISAE 3402, ISAE 3000, BSI C5) Job description in text format What are the activities in this position?
more
- Preparing, coordinating, and supporting internal and external audits
- Ongoing analysis and optimization of processes with regard to efficiency, compliance, and sustainability
- Direct communication with directors and managers at Anexia Cloud Solutions and with the key departments at the holding company (Quality, Environment, Risk & Compliance, Finance, HR)
- Working closely with the Anexia Cloud Solutions teams (Infrastructure, Systems, Solution Design, Customer Success, Sales) on the concrete implementation and further development of processes

- Interface role with internal and external auditors
 - Monitoring the performance of existing business processes, creating reports and recommendations for action for the COO
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#WANTED

- Several years of professional experience in process management, quality management, compliance, or a similar role
 - In-depth knowledge of standards, norms, and certifications (e.g., ISO 27001, ISO 9001, BSI C5, ISAE)
 - Hands-on experience in implementing and documenting processes, ideally in close collaboration with operational teams
 - Hands-on mentality: Ready to get involved in day-to-day operations and work with teams to find solutions
 - Strong communication skills and the ability to transform complex requirements into clear, achievable steps
 - Very good written and spoken German and English skills
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#REWARD

Anexia grew up as a family, and with our growth strategy, we intend to keep it that way. We like to take responsibility, respect one another, and we know that we can achieve whatever we put our minds to. We look after Anexia, and Anexia looks after us. Enthusiasm, experience, and competence count, so you can expect a fair salary and numerous benefits.

salary range



min. 63.000€

Our benefits



We are more than just a workplace. Therefore, we offer our employees many benefits (which partly depend on your position and location): good transport connections and flexible working hours. Period. Not to mention further training, a mentoring program, free parking, a mobile phone and notebook, snacks and drinks, company cars, employee events, a fun corner, ...

#JOINOURREVOLUTION

APPLY NOW

#ABOUT

Anexia is offering high-quality and individual cloud- and managed hosting solutions as well as individual software and app development. Anexia is also running its own, independent data centers. Founded in 2006, Anexia is headquartered in Klagenfurt and has offices in Vienna, Graz, Karlsruhe, Nuremberg and New York City. The company serves numerous international customers.



Over 350 employees at more than 5 office locations in Austria, Germany and the USA



We are ISO-certified and have had a "very good credit rating" for years



Customers such as Lufthansa, McDonalds, TeamViewer, and many more trust in our quality

anexia

netcup[®]

 **TELEMATICA**

DATASIX
DATACENTER

You have questions?

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