



IT Procurement Specialist (all genders)



Vienna



experienced



full-time



all genders



immediate start



VIG IT Digital Solutions GmbH

Your Tasks

Management of Service Level Agreements (SLAs) with outsourcing partners, Global Competence Centers (GCCs), and Entities

Monitoring and reporting of **SLA violations**, as well as defining **corrective measures**

Continuous improvement of SLA management processes to optimize **service quality**

Responsibility for the **procurement tool** across the entire Vienna Insurance Group

Support for stakeholder onboarding and incident management

Software license management, advisory, and ensuring compliance

Development and implementation of **TPRM policies** (Third-Party Risk Management) as well as defining **exit strategies**

[MORE ABOUT THE DEPARTMENT](#)



Your Benefits

Your Profile

Completed Bachelor's degree in IT, Cybersecurity, Business Administration, or Economics, with a focus on Procurement or Legal

At least 2 years of professional experience in IT, Cybersecurity, Software Asset Management, or IT Contract Management

Strong IT knowledge with a willingness for continuous development

Excellent analytical and project management skills

Proficiency in Microsoft Office (Word, Excel, PowerPoint)

Proficient in **German and English** for contractual communications; knowledge of additional CEE languages is beneficial

The annual gross salary (full-time) for the position is at least € 55,000. Do you have extensive experience and expertise? If so, we're happy to offer a salary above this amount in recognition of your qualifications.

Vienna Insurance Group is the leading insurance group in Central and Eastern Europe (CEE). With around 30,000 employees in more than 50 insurance companies and pension funds in 30 countries, we work for around 33 million customers every day. We do this successfully, which is why VIG Group has an "A+" rating with a stable outlook. We are characterized by commitment, competence and service orientation on the one hand, and a diverse team with different talents and exciting areas of work in an inclusive environment on the other. We stand for diversity and respect, which is why we see it as enriching to employ people from different backgrounds, ages, genders, sexual orientations, religions and abilities. Become part of our diversity!

Contact

I am looking forward to your application and I am at your disposal for questions.

Please note that we are not allowed to accept applications by e-mail due to data protection regulations. For this reason, use the link to our application portal.

[Apply now](#)



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