Onboarding Plan



In advance

Transmission of initial documents and the employment contract preview. The HR department is available to answer any questions.

First working day

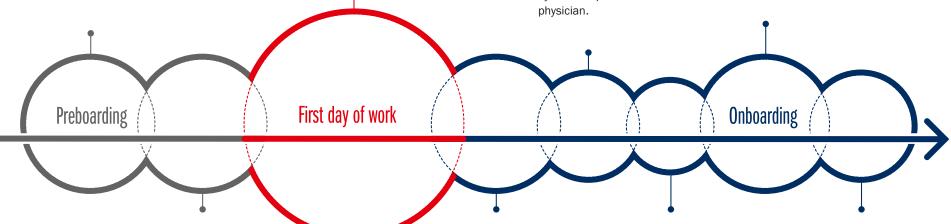
Finalisation of entry formalities, handover of work equipment, first introduction by the manager and direct colleagues, campus tour, handover of the training plan.

After approx. 1 month

Further meeting with the mentor and first feedback meeting with the manager. Workplace inspection by the occupational

After 2-3 months

Further meetings with the mentor and feedback sessions with the manager and Head of Human Resources & Legal.



Timely before entry

Information on the timetable of the first working day.

In the first 2 weeks Getting to know the mentor and

initial training.

In the first 3 months

Welcome-on-Board breakfast with our CEO, workshop on our values.

After 4-6 months

Further feedback meeting with the manager, follow-up meeting on our values and completion of the onboarding process.