

# Employee journey for French candidates

This employee journey map is a visualization of your entire employee experience at Hivebrite! It shows what you can expect in terms of recruitment, onboarding, learning and development, compensation, benefits and perks, performance and career growth, engagement, and even exit.

## Highlights



Compensation, benefits, and perks



Performance, career, and growth



Recruitment, onboarding, and engagement

## Recruitment

## Step 1

Before you start

## Get in touch

Check out our open opportunities, see which one fits your skill set, and apply online on our Careers webpage.

You can find our job openings on Welcome to the Jungle and Linkedin as well!

### Step 2

#### **Interview**

If you're a good fit for our team, you'll be invited on a first meeting with one of our talent acquisition managers:

**Product & Engineering Business & Support** 

## Step 3

#### Video interview with the hiring manager

After our first interview, we'll invite you to a video meeting to talk with the hiring manager for you to better understand the expectations of the role.

Vacation policy (FR)

25 days off/year as per French

+10 days RTT (upon seniority)

Paid sick leave and kids sick leave

### Step 4

#### Show us your great skills

We might ask you to do a practical exercise to get a sense of your capabilities and present it to the hiring manager. It will also be the time for you to better understand our processes and ask questions to the team.

# Onboarding

## Step 8

# First day

Welcome to Hivebrite! On your first day, you'll be welcomed by the office manager, the hiring manager, and one member of your team.

### Step 7

### See you on your first day!

Celebrate! You're officially part of the team!

## Step 6

regulation

(France)

#### **Job offer**

If we both determine that we're a fit for each other, you'll receive an official offer from us via email 48 hours after the final interview.

Our recruitment process lasts max 15 working days!

& wellness

but rather one of our strong

as moka.care. Hivebrite also

care of your physical health.

Taking care of our employees is a

core value at Hivebrite. We don't

want this to be just an empty shell,

behaviors. The program is supported

by recognized external partners such

provides access to **Gymlib** to take

Mental health program

## Step 5

#### A last meeting with someone else from the team

We usually plan a last step with the second line manager, or one of our Executive in order for you to meet the maximum of your future team members



Hivebrite has two well equipped offices in the center of Paris and NYC. Hivebrite also provides a 500€ reimbursement to purchase home office materials to work from home.

## Step 9

#### Home office setup and Welcome Box

We will provide you with everything necessary for work and you'll receive a Welcome Box with Hivebrite swags.



# Step 10

## Benefits package

We offer a health insurance package, mental health program, commuter benefits, and Lunch Voucher to all regular full-time employees.

### Step 11 **Buddy program**

To facilitate your integration and transition into your new job, you'll be paired with an experienced colleague during your first three months. During your first week, you and your buddy will have a lunch where you can discuss anything.

Team meetings

We organize regular team

team to discuss and agree

on the business strategy of

the department for the year

seminars to allow every

ahead.

# First months

# Step 13

#### In-house training & onboarding programs

We've created specific in-house training programs to help you quickly get up to speed and understand our company, culture, and industry.

# Referral program

Work from home

and flexible hours

We expect the best from our

employees, and in return, we

offer flexibility, including the

flexible hours.

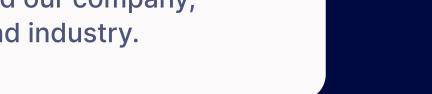
option to work from home and

We're always on the lookout for top talent! Refer us to a great candidate and earn a reward!

# Step 12

#### Regular catch-ups with HR team

During your first three months, you'll have some informal catchups with the recruiter who hired you. It's an excellent opportunity to discuss your experiences during this early phase with the company.



# All Hands and

#### product release Meetings to keep you up to date

on the business, product updates, teams, and individual celebrations.

### 1:1 You'll have regular 1:1s with your

manager to discuss priorities, roadblocks, feedback, performance, and wellness.

# Because we want to understand

# Discovery report

your first impressions about our product, you will also receive a **Discovery Report.** 

90 days review At the end of your trial period, you'll be asked to do a selfassessment and invited to a

# Employees will be provided with

the latest Apple equipment and work with tools such as Google, Slack, Zoom.

**Tools to support you** 

# **Lattice Survey**

#### Because the employee experience matters to us, you'll receive weekly

anonymous surveys to evaluate engagement and job satisfaction. We take your feedback seriously, it allows us to take action on things to make your employee journey the best it can be.

#### Right to disconnect You have the right to remain

hours in order to rest, enjoy your time off, and have a good work-life balance.

unreachable outside working

formal meeting with your manager to establish if you both validate or not the trial period.

Internal events

It's important to have fun at

internal events, happy hours,

work! Hivebrite organizes

holiday parties, and other

wellness initiatives!

Step 14

### The culture of feedback Being able to give personal or

global feedback is very important for us. Congratulating or thanking people for their work or effort is much appreciated and helps build self-confidence.

# After one year

# Step 15

#### This program allows our employees to work from

up to 12 weeks per year.



We think that too many meetings can affect everyone's productivity and efficiency. This is why we defined internal guidelines to improve the way we handle meeting organizations.

Our meeting's culture

Step 16

#### Each year you'll be invited to a formal meeting to discuss your

**360 Annual Review** 

strengths, accomplishments, and areas of growth. It's also a moment to review your salary and understand how Hivebrite can help you achieve your goals.

# Nomad Program

# almost anywhere they want for

# Step 17

# We want you to be the best at

hivebrite

**Learning journey** 

what you do. This is why we provide encouragement and funding for continuing education and training related to your career growth.

#### Exit survey and interview

Step 18

Last week

# Don't be a stranger!

**After you leave** 

# Let's stay in touch! Don't

hesitate to give us some news, to give us some feedback on Glassdoor and to follow us on LinkedIn, Facebook, Twitter, and Instagram. Who knows what the future holds!