

# 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.

**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.

**Vacation policy (FR)**

- 25 days off/year as per French regulation
- +10 days RTT (upon seniority)
- Paid sick leave and kids sick leave
- A paid day off for your birthday
- A paid day off to volunteer for a cause
- Family Program with paid leaves for extenuating circumstances

## 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**

**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!*

**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

- 100% of your Navigo Pass** reimburse for employees based in Paris
- Hivebrite has two well equipped offices in the center of Paris and NYC. Hivebrite also provides a 200€ reimbursement to purchase home office materials to work from home.

**Mental health program & wellness**

Taking care of our employees is a core value at Hivebrite. We don't want this to be just an empty shell, but rather one of our strong behaviors. The program is supported by recognized external partners such as [moka.care](#).

**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.

Check out all the benefits [here!](#)

**Step 11**

**The Nomad Program**

This program allows our employees to work from abroad between 1 week and 12 weeks per year (depending on your tenure at Hivebrite).

**Referral program**

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

**Team meetings**

We organize regular team seminars to allow every team to discuss and agree on the business strategy of the department for the year ahead.

**Work from home and flexible hours**

We expect the best from our employees, and in return, we offer flexibility, including the option to work from home and flexible hours.

**Step 13**

**Regular catch-ups with HR team**

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

**Step 12**

**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.

## First months

**Step 14**

**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.

**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.

**Discovery report**

Because we want to understand your first impressions about our product, you will also receive a Discovery Report.

**Tools to support you**

Employees will be provided with the latest Apple equipment and work with tools such as Google, Slack, Zoom.

**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.

## After one year

**Step 16**

**360 Annual Review**

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

**Our meeting's culture**

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.

**Step 15**

**90 days review**

At the end of your trial period, you'll be asked to do a self-assessment and invited to a formal meeting with your manager to establish if you both validate or not the trial period.

**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.

**Step 17**

**Learning journey**

We want you to be the best at what you do. This is why we provide encouragement and funding for continuing education and training related to your career growth.

**Step 18** Last week

**Exit survey and interview**

Before leaving the company, you'll answer an online survey about your experience at Hivebrite and have an exit interview to give us your feedback.

**After you leave**

**Don't be a stranger!**

Let's stay in touch! Don't hesitate to give us some news, to give us some feedback on [LinkedIn](#) and to follow us on [Twitter](#), [Facebook](#), and [Instagram](#). Who knows what the future holds!