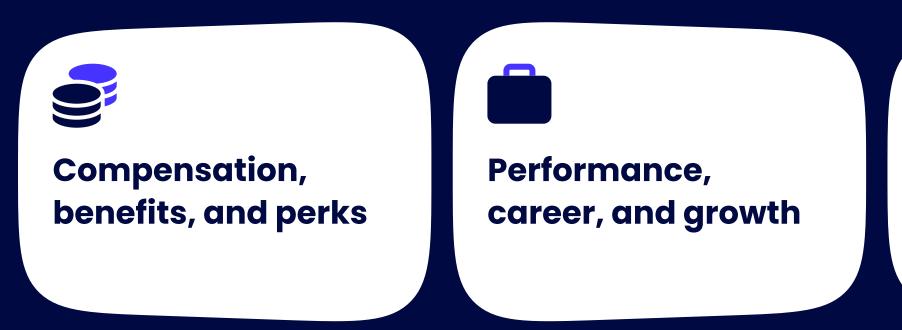


# **Employee journey** for UK candidates

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



**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.

#### 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:

#### 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.

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

**Product & Engineering Business & Support** 

### Onboarding

Step 8

**First day** 

Welcome to Hivebrite!

On your first day, you'll be

manager, the hiring manager,

and one member of your team.

welcomed by the office

#### Auto-enrolment pension from your first day at Hivebrite

#### Step 7

#### See you on your first day!

Celebrate! You're officially part of the team!

#### Vacation policy (UK)

25 days off/year as per UK regulation

#### 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

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Hivebrite has two well equipped offices in the center of Paris and NYC. Hivebrite also provides a 420£ 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.



## 

#### 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 10

#### **Benefits package**

We offer a **private medical** insurance, an income protection, an auto-enrolment pension, and a mental health program to all 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

### **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.

#### for top talent! Refer us to a great candidate and earn a reward!

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

We're always on the lookout

**Referral program** 

### 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.

Discovery report

Because we want to understand

your first impressions about our

product, you will also receive a

#### **All Hands and** product release

Meetings to keep you up to date on the business, product updates, teams, and individual celebrations.

#### 

flexible hours.

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

**Discovery Report.** 



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



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

**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.

You'll have regular 1:1s with your

#### 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

#### Right to disconnect

You have the right to remain unreachable outside working hours in order to rest, enjoy your time off, and have a good work-life balance.



It's important to have fun at work! Hivebrite organizes internal events, happy hours, holiday parties, and other wellness initiatives!

#### 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.

#### Step 15

#### Nomad Program

This program allows our employees to work from almost anywhere they want for up to 12 weeks per year.

#### 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 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

Exit survey and

Before leaving the company,

about your experience at

Hivebrite and have an exit

interview to give us your

you'll answer an online survey

interview

feedback.

Last week

#### **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 **Glassdoor** and to follow us on LinkedIn, Facebook, Twitter, and Instagram. Who knows what the future holds!

