Nabídka Offer

## RECRUITING

## Offer tutorial

Recruiter prepares an offer for the candidate upon the agreement with the hiring manager. The offer must be always in accordance with internal salary policy (guarded by Comp&Ben team) and the principles of fairness.

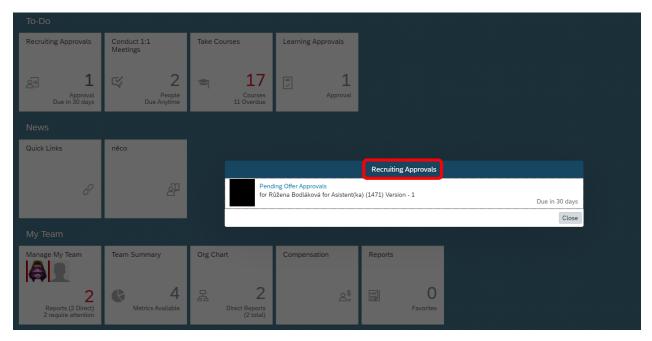
The offer approval process is as follows:

Offers for DL positions are approved solely by a recruiter and communicated to a candidate afterwards.

Offers for IL **up to 100% C/R** positions are prepared by a recruiter and approved in these steps: 1. HRBP, 2. hiring manager.

In case the offer **exceeds 100% C/R** threshold, the offer must be approved also by Comp&Ben team and hiring manager's superior. After the approval process is finished, the offer can be introduced to the candidate.

If you are involved in the approval workflow, you will receive it in your **To-Do List**, section ,,Recruiting Approvals". You also get an e-mail notification in order to speed up the process.



Please check carefully the offer details and then approve or reject the proposal. You can add a comment if needed. In case you reject the proposal, a comment is compulsory in order to clarify what changes need to be done.

Nový požadavek	
New Requisition	

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ting	Candidate screening		Interviews		Offer		(
Offer Details: Version	11						
Language	English US (English US)						
Template Name	Offer Approval IL to 100						
Internal Title	Asistent(ka)						
First Name	Růžena						
Last Name	Bodláková						
Final Start Date	04/01/2020						
Company	FOXCONN CZ s.r.o. (10002875) 🗐						
Business Unit	FOX Central (10003012) 🖽						
Division	Central (10003432) 🔠						
Department	Central Admin (10004339) 🖭						
Cost Center	CZC001 (CZC001) 🗐						
Pay Grade	13						
Salary Mid	20,000.00						
Salary	20,000.00						
Increased flexibility premium	0.00						
Premium for type of work							
Currency	сzк						
Pay Type	Monthly						
Probation Period	3						
Contract Type	Unlimited Period						
Employment Type	Employee Work Agreement						
Company Car	No						
City	Pardubice and Kutná Hora						
Shift	8						
Working hours layout	Evenly						
Extra cost for agency	0.00						
Approvers: Version 1							
	Pending Approval						
	Evžen Parták 02/28/2020 🗸 🕤						
	Tomáš Marný						
Comment							
Back to Candidate List	Decline Approve						

	Nový požadavek New Requisition	Vystavení pozice Posting Výběr kandidátů Candidate screening Pohovory Interviews Offer Onboarding	
~	Approvers: Version	1	
	Status	Pending Approval	
	Current Approver	Evžen Parťák	
	Hiring Manager	Tomáš Marný	
	Comment		
	Back to Candidate List	Decline Approve	

The proposal is then negotiated with the candidate. If the candidate rejects it, it is possible to come up with an adjusted offer (the approval workflow needs to be done again in full scope) or select a different candidate.

Once the candidate accepts the offer, onboarding can start.