

# EMPLOYER OF RECORD

For companies seeking to enter Eastern Europe, Central Asia or the Caucasus region markets and employ a remote staff member in the region, navigating local employment law and corporate registration requirements can present significant challenges.

Depending on the local legislation in some countries employees cannot have a direct employment contract with a foreign company, which means that an intermediary is needed.

# HOW OUTSTAFFING WORKS:

## HIRING AN EXISTING CANDIDATE

You have already identified a suitable candidate, that needs to be employed in line with local legislation. Your candidate cannot have a direct employment contract with your company.

SCHNEIDER GROUP will employ your candidate, arrange all the required paperwork including the employment agreement and handle every aspect of the payroll and tax calculation, as well as the payment of all required social contributions. We also take care about the statutory reporting for employees.

We are legally authorized to provide Outstaffing-services and can arrange either short- or long-term labor agreements. If you terminate the arrangement, we will handle the offboarding and ensure that the employee is compensated in compliance with local law.

We provide a turnkey-service as the official employer, the recruiter, and can arrange the purchase of required IT equipment or offer the use of office infrastructure. We also can provide a workspace, conference rooms, fully-served office solutions and any technical and administrative support needed to establish your set-up as efficiently and effective as possible. In case you require support in visa questions, we will be also glad to support.

## FINDING A NEW EMPLOYEE

If you have not yet identified a suitable candidate, we will find the suitable candidate for you. Our recruitment team specializes in searching for a professionally qualified person to match your requirements. With long-standing experience in finance roles, we have over the last years developed a strong expertise in IT roles.

Once you have approved the new hire, we will employ your candidate in compliance with the local labour legislation

## WE WORK WITH:

- Companies in every industry who are looking for a safe test-run with employees before opening a new office
- Companies seeking to remotely employ staff (often software developers and testers), or arranging a safe trial period with an employee before investing in the relocation of the employee
- Global Payroll and PEO providers
- Recruitment agencies searching for candidates on behalf of their clients
- Companies which have exited the market, but still intend to keep key personnel

# WHY SCHNEIDER GROUP?

## EXPERT OUTSTAFFING

Our experts provide tailored staffing solutions to find ideal personnel, organize contracts and ensure that the new employee starts work with minimal disruption.

## CUSTOM SOLUTIONS

We tailor solutions to each customer's needs and business culture. Every customer has a dedicated contact person who is fully responsible in a timely manner for answering questions, managing the recruitment and onboarding process and continues to support the HR administration during the time of the employment of the employee. This guarantees clear communication.

## FAST AND FLEXIBLE

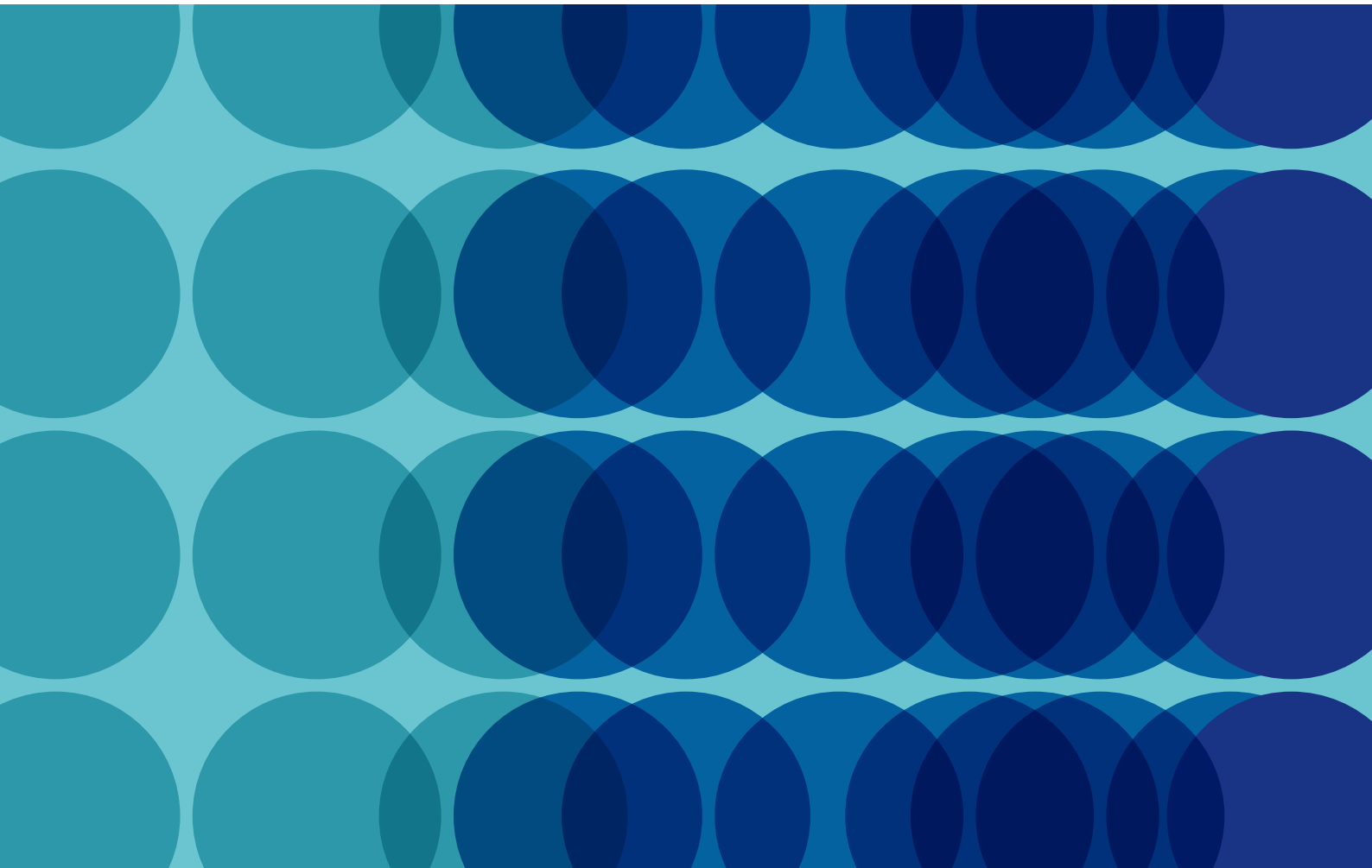
Organizing the necessary paperwork can be done surprisingly fast. As soon as the conditions with the employees are agreed the onboarding can be completed within one week.

Over the last couple of years the flexibility of employees to work in different regions has become increased. We can relocate employees among our locations and ensure compliance with local requirements.

## MODULAR SERVICES

All modular services are provided by our in-house team. We are not dependent on other service providers so we can ensure consistent quality of our service.

Our professional teams work with clients on a long-term basis as trusted partners and offer proactive consultancy to optimize processes and reduce costs. In-house experts in law, IT, imports, accounting, tax and other areas can quickly provide any additional service you need.



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Expertise for Eastern Europe,  
Central Asia and Caucasus  
Since 2003



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