

We advise you with structure - with your new employment contract



For a trusting cooperation, it is crucial that you always feel informed and met. You want to know what steps are coming up next, when you should deliver something and when we will get back to you.

In our experience, the following 6 steps have proven effective in reviewing your new employment contract:



1. The initial contact

You can contact us at any time without any further obligation. Costs will only be triggered after prior notice. We prefer to be contacted by e-mail, providing your full contact details. Alternatively, you can book an appointment online right away.



2. The mandate

You will receive the mandate agreement from us by e-mail. You can carefully review this and decide whether you want to work with us. The mandate does not begin until it has been signed by both parties.



3. The initial interview

The initial meeting takes place regularly within 2 working days via MS Teams after your mandate. We talk for about 30 minutes about the draft of your employment contract, your goals and how we can achieve them.



4. Our comments

We comment on the draft of your employment contract according to the objectives agreed in the initial meeting. We point out real red flags but also the function of some clauses, even if you may not be able to negotiate them. We make it a point to only make suggestions that will not scare off your future employer.

Typically, you will receive our notes within 2 business days of the initial meeting; details will be provided there.



5. The discussion

Based on our comments, we discuss the draft, your open questions and suggestions, and further negotiation tactics with your future employer.

The discussion usually takes place within 2 business days via MS Teams after our comments are completed.



6. The follow-ups

Usually, after feedback from your employer, follow-up questions arise for which you need our support. We provide support for a maximum of two rounds by e-mail (maximum effort 1 hour).