

FINANCE SSC - LANGUAGE LESSONS GUIDELINES



- **Timing:** After the probation period
- **Payment:** Fully paid by the employer
- **Requirements:** Language needed for work or language knowledge is needed in career development (succeed in a position requiring language knowledge). We support one language only.
- **Nomination:** Approval by the supervisor and HR SSC Manager
- **Attendance:** In case the attendance for the last semester will be less than 70%, this fact will be taken into consideration in the quarterly reward by pulling up to 20% of the maximum variable component.
- **Absence:** In case you're absent, please send an email to rusenihodin@caledonianschool.cz at least 24 hours in advance
- **Compliance:** In the case of repeated violations of the attendance rules, you may be excluded from lessons completely
- **Location:** Hadovka Office Park, 3. floor – OTIS, rooms named: SSC Carrier
- **At the moment we offer following languages:** Czech for Foreigners, English, German, French, Italian, Spanish