

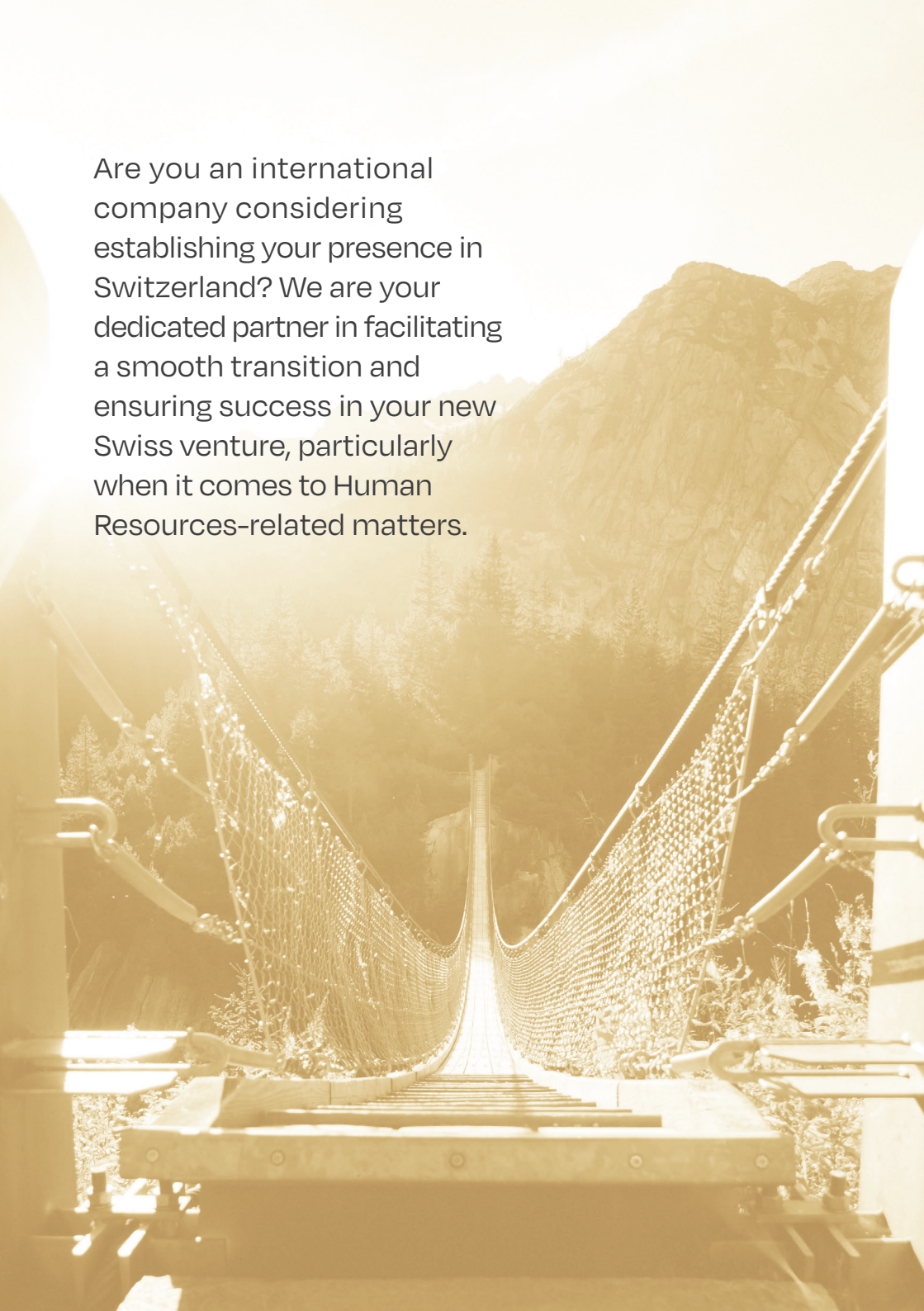
PEOPLE & POTENTIAL

*In line with your Purpose*

International  
Human Resources  
Services

Building  
bridges to  
your new  
market

Are you an international company considering establishing your presence in Switzerland? We are your dedicated partner in facilitating a smooth transition and ensuring success in your new Swiss venture, particularly when it comes to Human Resources-related matters.



# International Human Resources Services

Setting up a professional HR service is key for the successful establishment of a new business in Switzerland. We offer you expert advice and assistance on how to build up an efficient HR support function enabling you to achieve the following goals:

- You comply with legal and cultural requirements of the local market.
- Your local staff receives support and coaching for all administrative, organizational and leadership matters which enables them to focus on their core tasks.
- You support your employer branding with a positive impact on your staffing success.
- Your Corporate HR gets advisory support on how to adapt and implement global processes to adhere to local requirements.

## Service Levels

We offer a variety of service levels and tailor-made support to meet your specific needs. This may include:

- Consulting and assisting in setting up a local HR function and recruiting a local HR team.
- Taking on the HR role for a short-term period.
- Assuming the HR role on a long-term basis (for smaller local businesses).
- Advising and Coaching Corporate HR and local management in all HR related and leadership aspects.

# Consulting Phases

Our team offers you many years of international HR experience in different industries with a pragmatic and customer-oriented focus.

It is our goal to support the success of your venture and to help you in building bridges to a new market, complying with legal requirements and local culture. Our consulting service generally comprise of the following three phases:

## Pre-Arrival

Analysis of your current situation and your venture goals.

Evaluation of local HR service needs.

Definition of Service Level Agreement.

## Transition

Act as the Business Partner for corporate and local management on all relevant HR decisions.

Setting up HR function and providing HR services

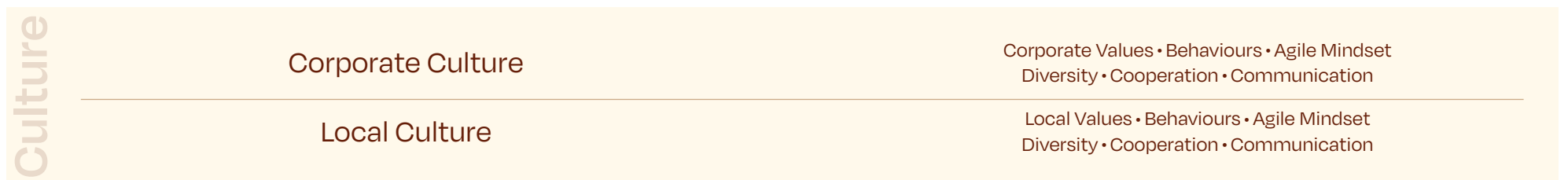
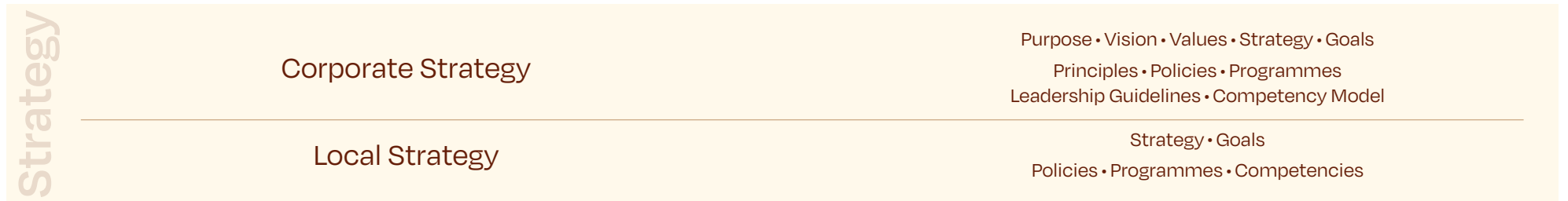
## Integration

Support new HR team in their onboarding process and ensure smooth handover.

Provide continuous HR consulting and support according to Service Level Agreement and further customer needs.

# Integrated HR Management

Our consulting supports the implementation of a local HR management function aiming to address all areas of the **Employee Life Cycle** and helping our customers to attract, integrate, motivate and retain their talents. The set up and execution of the HR function is aligned with all levels of Organisational development: **Strategy – Structure – Culture.**



# Ready to embark on your Swiss business journey?

## Our Team:



Jacqueline Waser



Andrea Lischer

Contact us for expert support and guidance:

## **PEOPLE & POTENTIAL**

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