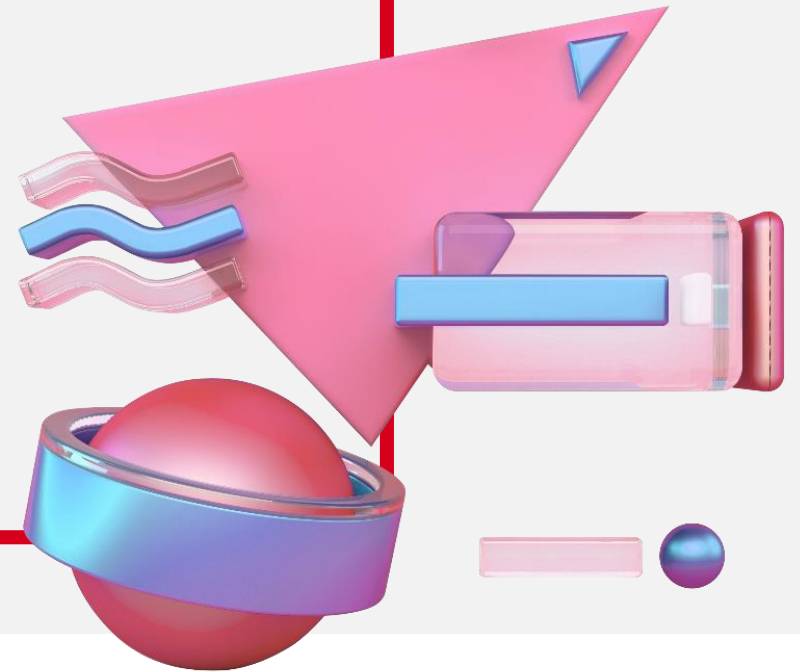


Rookie to Engineer Onboarding



NashTech Vietnam

2024

For NashTech Viet Nam internal circulation only

**Rookie 2
Engineer**
Certified by NashTech

**Nash
Tech.**

Agenda

1. C&B introduction
2. Training rule
3. Q&A with HR team
4. Software Testing session

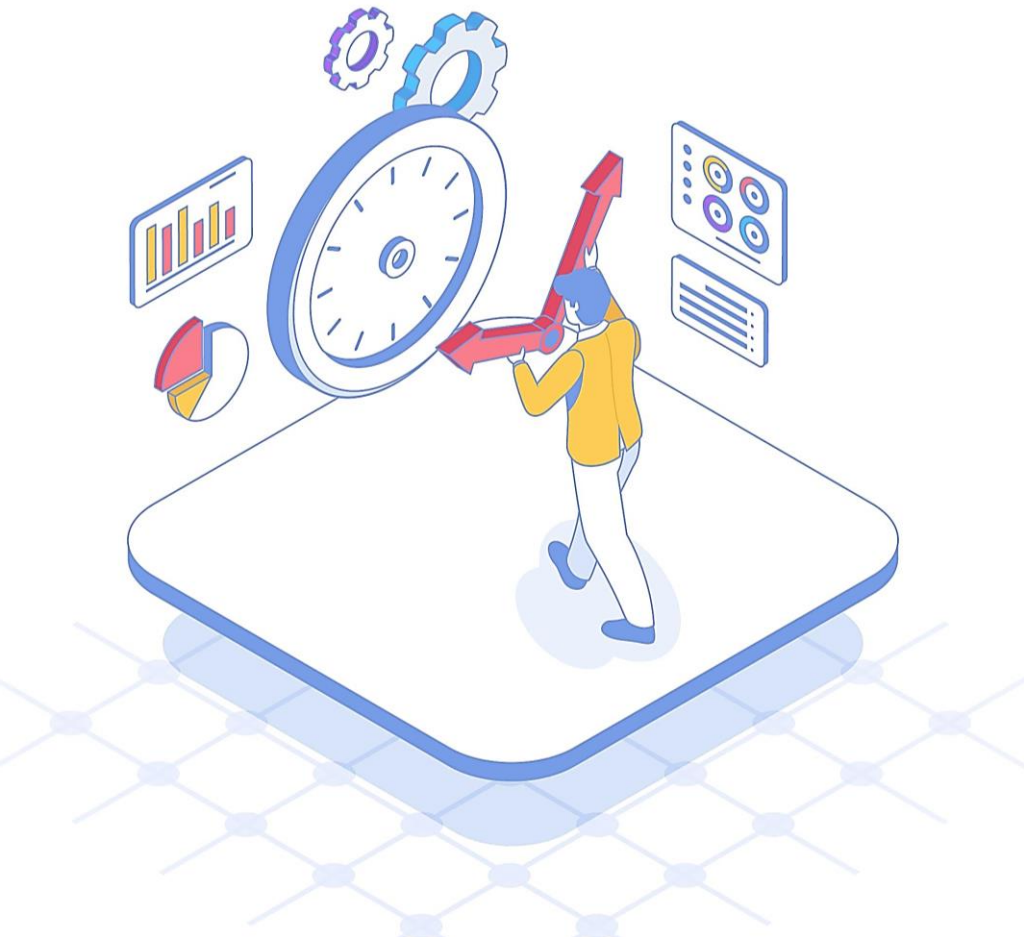
C&B introduction



ATTENTIONS



ATTENTIONS



Working hours

Monday – Friday

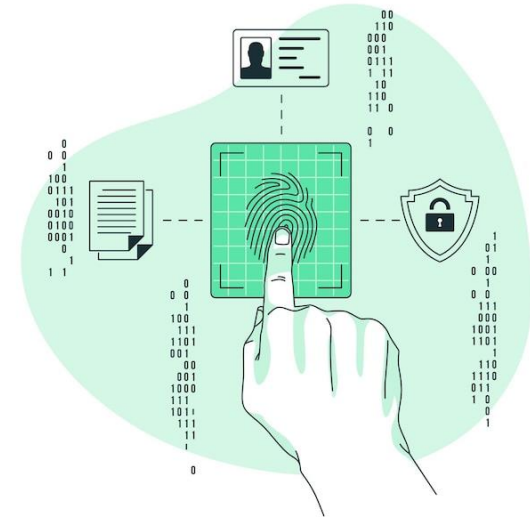
09:00 - 18:00

Lunch break

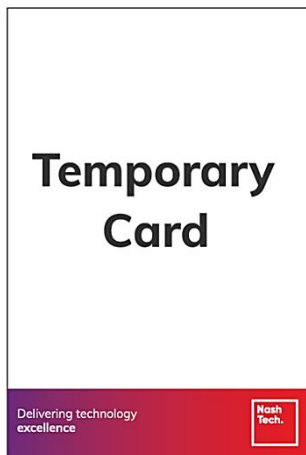
12:00 - 13:00

ATTENTIONS

- **Do not** disclose company information with those outside the company in any form without the prior management approval.
- Keep office security and follow up physical access policy.
- **Never** use company resources to **harm/crack** either internal or external systems.
- **PROJECT DATA IS RESTRICTED INTERNALLY.**



FRONT



BACK



- The temporary card will be provided **on-boarding day** by Admin.
- The employee will be charged the amount of **100,000VND/each** for card replacement in case of damaged, lost or stolen status. This penalty fee will be deducted in employee's monthly salary.
- If you lost your access card, please inform to IT/Admin team immediately. The process is 24/7.

COMPENSATION & BENEFITS



COMPENSATION PACKAGE

Salary

Paid in **VND** by the end of each month via **HSBC*** bank transfer.



PIT



Personal Income Tax follow
VN Labor Law.

BENEFIT



Motorbike Parking support

NASHTECH'S GUIDELINES



24/7 and
power backup



**Call 114;
Exit the building
immediately via the stairwell**

GREEN IT



Training rule



TRAINING INFORMATION



Training Room



Skype Accounts



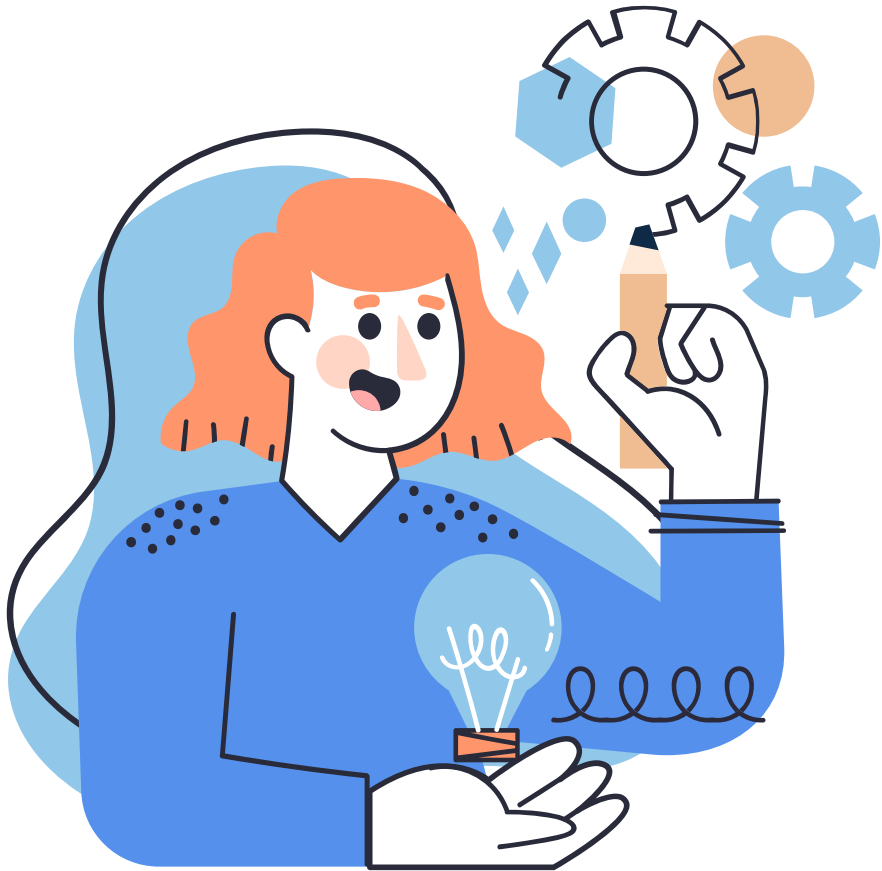
Google Drive



MS SCHEDULE FOR ROOKIES BATCH 7/2024

TRAINING		MENTORING	SOFTSKILL	ENGLISH				
Section	Week #	22 Apr Mon	23 Apr Tue	24 Apr Wed	25 Apr Thu	26 Apr Fri	27 Apr Sat	28 Apr Sun
	Week 1	On boarding	Outline/Milestone/Assessment (1h) Do Dang Tuan (10:00 AM - 11:00 AM)		C# Fundamental #1 (2h) Trinh Van Truong (10:00 AM - 12:00 PM)	C# Fundamental #2 (2h) Trinh Van Truong (10:00 AM - 12:00 PM)		
				Softskill: Communication Skill Training team (1:30 PM - 4:30 PM)	Mentoring: C# Fundamental #1 (2h) Le Quang Loi Vu Hoang Anh Le Van Khoa Nguyen Thanh Xuan (2:00 PM - 4:00 PM)	Mentoring: C# Fundamental #2(2h) Le Quang Loi Vu Hoang Anh Le Van Khoa Nguyen Thanh Xuan (2:00 PM - 4:00 PM)		
	Week #	29 Apr Mon	30 Apr Tue	1 May Wed	2 May Thu	3 May Fri	4 May Sat	5 May Sun
	Week 2	Holiday Off	Holiday Off	Holiday Off	Asp.net Core Fundamentals (2h) Bui Quang Hung (10h - 12h)			
					Mentoring: Asp.net Core Fundamentals (2h) Le Quang Loi Vu Hoang Anh Le Van Khoa	Softskill: Time Management Skill Training team (1:30 PM - 4:30 PM)		

AREAS OF ASSESSMENT



AREAS OF ASSESSMENT



06

Show willingness to adjust/improve working quality to achieve requirements

07

Communicate effectively with Trainers/Mentors/Peers & other stakeholders

08

Show ability to work independently

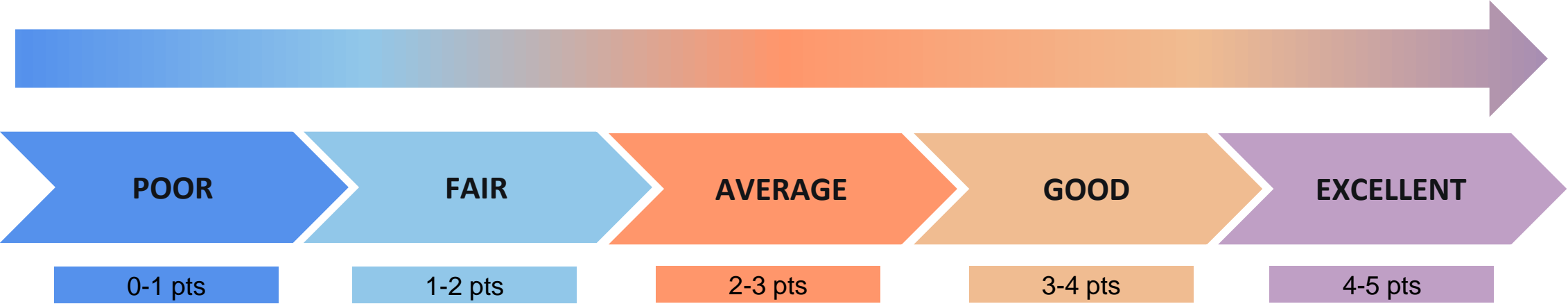
09

Work effectively in a team (Teamwork spirit)

10

Show willingness to take on additional responsibilities & adapt to changes

LEVELS OF ASSESSMENT



HR CONTACT POINTS

Hanoi office



Hoàng Thị Lan Hương

Huong.HoangThiLan@Nashtechglobal.com

Vũ Linh Giang

Giang.VuLinh@nashtechglobal.com

IT contact point

IT Helpdesk contact points	Communications
HelpDesk team	Email: GlobalHelpdesk@nashsquared.com
	 in HCM: +84 28 3810 6200 - Ext. 7777
	 in Hanoi: +84 28 3810 6200 - Ext. 8888
Ticket Portal	https://nashtech-global.atlassian.net/servicedesk/customer/portal/77/user/login

Thank you