



Documentation Hiring Staff  
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### Guide for hiring new employees

## Introduction

This documentation provides a comprehensive guide for hiring staff at RuhrEnergieSolutions.

## Recruitment Process

The recruitment process involves various stages such as job posting, screening, interviewing, and selection.

## Job Posting

Effective job postings attract qualified candidates. It is crucial to include detailed job descriptions and requirements.

## Screening

Screening applicants based on their resumes and cover letters helps shortlist potential candidates.

## Interviewing

Conducting structured interviews with candidates allows assessing their skills, experience, and cultural fit.

## Selection

Selecting the most suitable candidate involves evaluating their qualifications, references, and conducting background checks.

## Onboarding

Once a candidate is selected, the onboarding process ensures a smooth transition into the organization.

## Parenting Challenges

Parenting challenges can impact employees' work-life balance. RuhrEnergieSolutions supports its employees by providing flexible working hours and parental leave options.

## Statistics on Parental Leave

According to recent statistics, 70% of new parents at RuhrEnergieSolutions take advantage of the parental leave policy.

## **RuhrEnergieSolutions Project**

The RuhrEnergieSolutions project aims to develop sustainable energy solutions for urban areas.

## **Project Management Department**

The responsible individuals from the Project Management Department include Luca Schmidt, Rohan Mehta, and Benjamin Klein.