

Onboarding New Employees

Orientation and probation structure for new hires.

Welcome

Onboarding ensures employees integrate smoothly into NovantaTech culture. In practice, this has often led to discussions where managers share examples of how unclear communication caused disruption in project schedules, and HR emphasizes the need for consistency across different regions so that employees in Germany, Spain, or Poland all follow the same baseline approach. It is not uncommon for employees to ask whether they can bend the rules slightly, and the standard answer is that exceptions must be documented carefully and communicated transparently. There have been cases in the past where individuals forgot to provide proper notification, and this created confusion not only within their immediate team but also for cross-functional stakeholders relying on timely updates. Therefore, this process is not simply a bureaucratic exercise but an essential component of how NovantaTech ensures that operational continuity and employee well-being go hand in hand. In fact, the HR department has reported measurable improvements in absentee trend tracking since these policies were standardized. In practice, this has often led to discussions where managers share examples of how unclear communication caused disruption in project schedules, and HR emphasizes the need for consistency across different regions so that employees in Germany, Spain, or Poland all follow the same baseline approach. It is not uncommon for employees to ask whether they can bend the rules slightly, and the standard answer is that exceptions must be documented carefully and communicated transparently. There have been cases in the past where individuals forgot to provide proper notification, and this created confusion not only within their immediate team but also for cross-functional stakeholders relying on timely updates. Therefore, this process is not simply a bureaucratic exercise but an essential component of how NovantaTech ensures that operational continuity and employee well-being go hand in hand. In fact, the HR department has reported measurable improvements in absentee trend tracking since these policies were standardized.

Week 1 Checklist

Tasks include:

- Collect laptop and credentials.
- Complete compliance training.

Mentorship Program

Every new employee is paired with a buddy for the first month. In practice, this has often led to discussions where managers share examples of how unclear communication caused disruption in project schedules, and HR emphasizes the need for consistency across different regions so

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Probation Review

After 90 days, managers assess integration and performance. In practice, this has often led to discussions where managers share examples of how unclear communication caused disruption in project schedules, and HR emphasizes the need for consistency across different regions so that employees in Germany, Spain, or Poland all follow the same baseline approach. It is not uncommon for employees to ask whether they can bend the rules slightly, and the standard answer is that exceptions must be documented carefully and communicated transparently. There have been cases in the past where individuals forgot to provide proper notification, and this created confusion not only within their immediate team but also for cross-functional stakeholders

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