

# New Employee Orientation for experienced hired / 社招新员工入职培训

## Introduction of New Employee Orientation for experienced hired 社招新人入职培训介绍

Purpose 目的	Format 形式	Learning Approach 学习方式	Category 类别	Training Object 培训对象	Course Material (CN) 课程材料 中文版	Course Material (EN) 课程材料英文版	Trainer 讲师	Due Time 完成 时间
Help new hires understand the company's historical and cultural values and basic norms 帮助新员工了解公司的历史文化价值观及基本规范	F2F 面授	Pls notice the G-calendar and attend offline 请留意查收谷歌日历，通过线下参训	New Hire Orientation	ALL	(公司级入职培训)	New Hire Orientation	Onboarding Training team 公司新人培训团队	within a month 入职1个月内
	E-learning	Log in to the learning portal system to learn 登录学习系统学习	Compulsory E-learning	ALL	1.网络和数据安全 2.我们的价值观 3.演示指南 4.建立相互尊重的职场	1.Cybersecurity and Data Security 2.Our Values Guidelines 4.Building a Respectful Workplace	E-learning team E-learning团队	
Help new hires understand the business and team of the product line 帮助新员工了解产品线业务和团队情况	F2F 面授	Pls notice the G-calendar and attend offline or online 请留意查收谷歌日历，通过线下或线上参训	产品线介绍+管理制度 team and business introduction& management policy	ALL	1.SSC团队及业务介绍 2.绩效制度 3.晋升制度	1.SSC Team and business introduction 2.Performance policy 3.Promotion policy	Product Line manager	
			流程规范 Process Specification	ALL	研发全流程培训	Key process of R&D management	PJM team	
				ALL	SSC故障分析和跟进准则	SSC Failure analysis and follow-up guidelines	QA team	
			子业务线介绍 Sub-team Introduction	sub team	1.WMS产品介绍 2.WMS系统架构 3.SPX产品介绍 4.SPX系统架构 5.SLS产品介绍 6.SLS系统架构 7.Fulfillment产品+系统架构介绍 8.MyStock产品介绍 9.MyStock系统架构	1.WMS Product Introduction 2.WMS System Architecture 3.SPX Product Introduction 4.SPX System Architecture 5.SLS Product Introduction 6.SLS System Architecture  7.Fulfillment Product & Architecture Introduction 8.MyStock Product Introduction 9.MyStock System Architecture	Sub-team manager	
Help new hires acquire the necessary knowledge to get on the job 帮助新员工掌握上手工作所必须的知识	Video 录播	Self-learning 自学	流程规范 Process Specification	ALL	1.供应链分支管理规范 2.系统安全规范	1.SSC Git branch management standard 2.SSC System safety specification	Product Line trainer	within 3 months 入职3个月内
				BE	技术文档规范 (BE)	Technical documentation specification(BE)		
				FE	技术文档规范 (FE, Android)	Technical documentation specification(FE, Android)		
				BE&FE&QA	Web API设计规范	Web API design specifications		
			工具平台 Tool&Platform	ALL	1.监控系统CAT使用 2.日志规范和日志系统	1.Monitor system CAT usage 2.Logging specifications and logging systems		
				BE&QA	中间件应用 - Saturn	Middleware application - Saturn		

				BE&DE&QA	中间件应用 - MySQL/TiDB	Middleware application - MySQL/TiDB
				FE	前端开发环境和工具介绍	Introduction to front-end development environment and tools
			基础技能 Basic Skills	BE	Go/Chassis应用	Application of Go/Chassis
				DE/QA/BE	Python应用	Application of Python
	Doc 文档	Self-learning 自学	工具平台 Tool&Platform	ALL	运维等业务支撑系统使用	SSC Common System Introduction
				ALL	工具 - Git	Tool-Git
				ALL	中间件应用 - K8s	Guidelines for using K8S and FTE
				ALL	工具 - VSCode	VS Code introduction and practice
			流程规范 Process Specification	ALL	Web安全基础	Introduction to Web Security

## Different learning Approach不同的学习方式说明：

### 1.F2F 面授

Please notice the G-calendar and attend offline ( If you are based in Shanghai, you can attend through Zoom ) 请留意查收谷歌日历，通过线下参训（如果base在上海，可通过zoom接入）

### 2. E-learning

Log in to the learning portal system to learn 登录learning portal系统自行学习

### 3.Video 录播

#### 1)How to learn and check in? 如何学习和打卡？

Click the link to find the video link of each course in the yellow column of "Video Link". After watching the video, scan the QR code in the video to complete checking in and feedback. 点击[链接](#)，在标黄的“录播视频链接”这一列中可以找到每个课程的录播视频链接，观看完成后扫描视频中的二维码即可完成打卡和反馈。

#### 2)Which courses do I need to learn? 我需要学习哪些课程？

Please check whether your function is listed in the column of "Training object" marked yellow. If so, you need to watch. If not, you do not need to watch. 请查看标黄的“培训对象”这一列中是否有自己所在岗位，如果有则需观看，如无则无需观看。

#### 3)Who should I consult if I have any questions during the learning process? 学习过程中如有疑问，向谁咨询？

The colleagues who recorded the course can be found in the yellow column of "Recording Lecturers". Ask them directly. 在标黄的“录屏讲师”这一列中可以找到录制课程的同事，直接向他们咨询即可。

#### 4)How soon do I need to finish it? 我需要在多久内学完？

In order to help start work as soon as possible, the learning time limit is one month after entry. If the time limit has been missed, the study should be completed within the probation period at the latest. 为了尽早对上手工作有所帮助，学习时限是入职一个月内，如果已经错过时限，最晚需在试用期内学习完毕。

## 课程材料course material

[Course Schedule](#)、

[Course Slides](#)