

direct search professionals

top PEOPLE
talents | experts | managers

„Workforce from Ukraine to Czech Republic“

A 3D illustration of human figures. One figure in the center is blue and has a green sphere above its head. It is surrounded by several white figures. Lines connect the blue figure to the white figures, suggesting a network or flow of information. The blue figure is also circled at its base.

- Introduction of topPEOPLE
- “Ukraine” a country for finding excellent workforce
- Instruments of bringing workforce to Czech Republic
Schengen VISA – 90 days, Blue Card, Employment Card
- Employment Card „Režim Ukrajina“
- Schengen VISA procedure
- Synchronization of Schengen VISA with Employment Card
- topPEOPLE services - bringing workforce to Czech Republic within 6 weeks
- Questions and Answers



Michaela Macharik, M.Sc.

- ❑ Country Manager Czech Republic/Senior Executive Search Consultant for a Swiss Executive Search Company **established in 2008** Direct/Executive Search company **topPEOPLE**
- ❑ One of the Czech's recruitment professionals, with **10 years experience** in Direct/Executive Search, having actively lead and placed **over 500 projects in Czech republic, Slovakia and Poland** throughout her career.
- ❑ Expert in searching for executive, management and senior specialized positions mainly within automotive, aircraft industry, machinery and food-industry
- ❑ **Co-owner of Time & Space Ukraine**, and owner of **Time & Space s.r.o.**, automotive contract manufacturer.
- ❑ **native Czech, fluent in English** and communicative in German, French and Russian.



Dr.-Ing. Markus Ciupek

- ❑ **18 years' of international work experiences** in **Czech Republic, Germany, Japan and Poland** within big cooperation's and mid-sized companies as Managing Director, Plant Manager, Purchasing Manager and Kaizen-Manager
- ❑ Since 2013 working as **Interim Manager** on MD and Plant Manager assignments
- ❑ joined **topPEOPLE** in 2014 as **Partner** for the **Interim Management Section** and is as well responsible for recruitment in Germany and Poland
- ❑ **Co-owner of Time & Space Ukraine**, automotive contract manufacturer
- ❑ **Over 50** management placements in Germany, Czech Republic, Poland and Ukraine
- ❑ **native German, fluent in English and Polish**, as well communicative in Czech and Russian.

Since 2016 topPEOPLE opened a office **in Lviv - Ukraine** for supporting Czech companies in finding needed workforce and placing them legally to Czech Republic. Experience for **over 300 people** who are in the procedure or who were successfully placed!

Who we are?



**„We Know Where and How
to Find the Best and also
the most Suitable Candidates
for YOU“**

topPEOPLE ...

....a creative executive search boutique
with a unique know-how, long experience and
market knowledge, personal approach, passion
to do our job,
and strong focus on innovative solutions, with
opinion leaders in our network we shape their
vision and identify key talents - the most
important company assets within branded
content and owned channels...

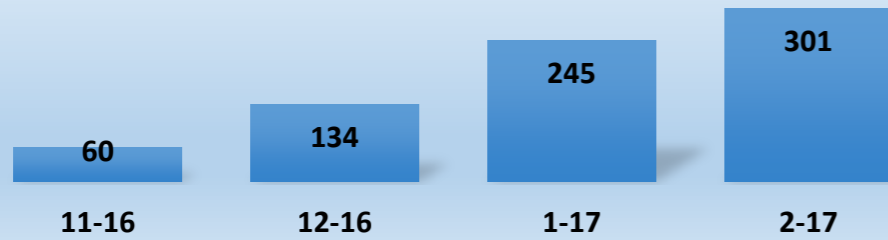
...and as well the **expert** of the **Ukrainian
labor market**, who can provide **assistance** in
employment procedure of **workers and
specialists** for Czech production companies....



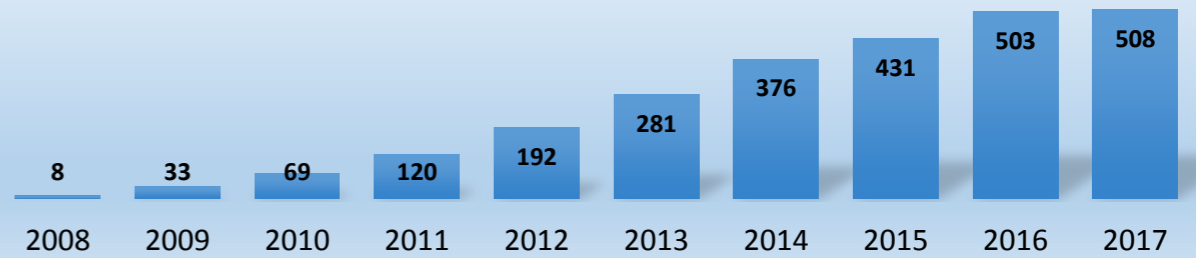
Who We Are

topPEOPLE
managers | experts | workforce

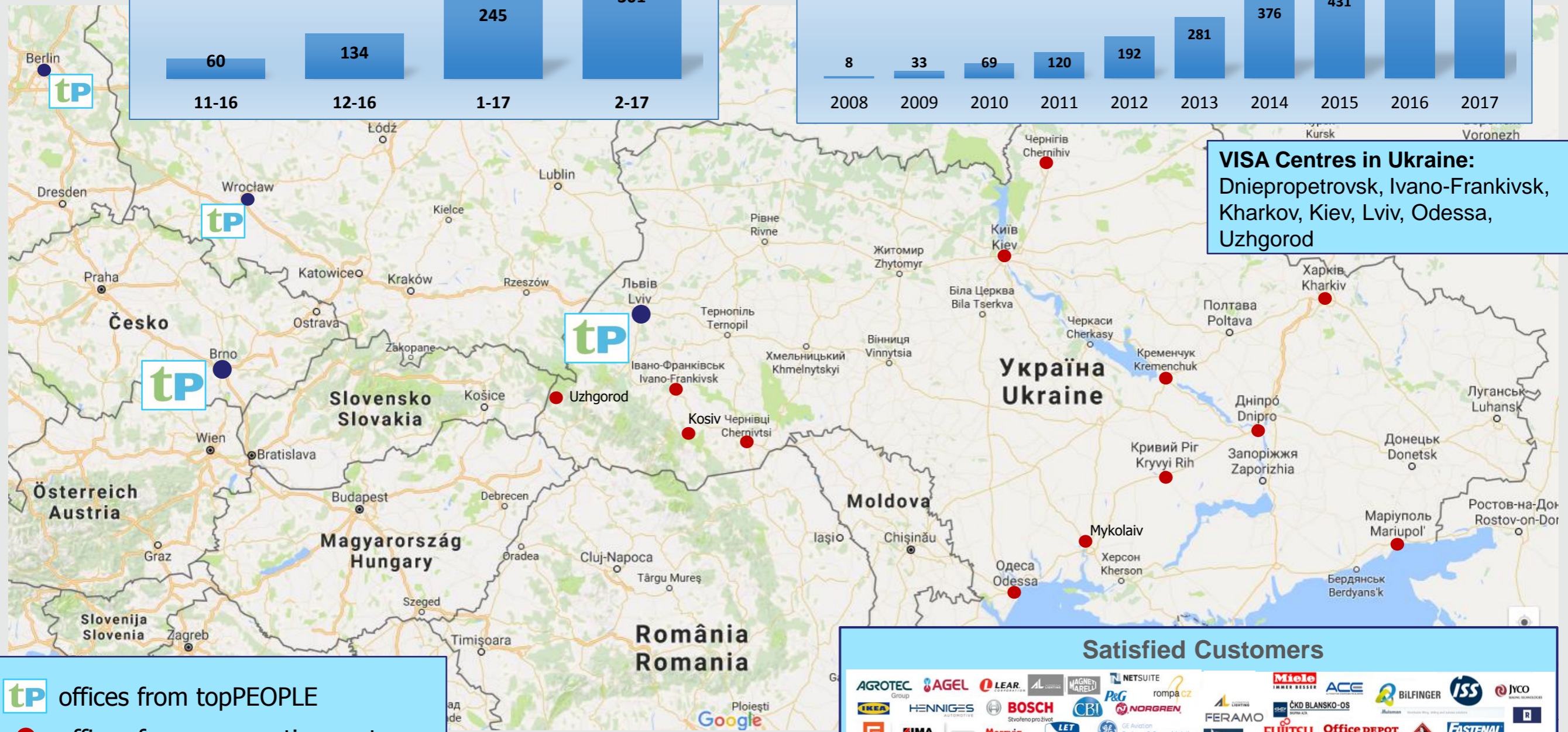
total no. of candidates in procedure
Ukraine EC & Schengen



total no. direct search projects -
Executive, Manager & Specialist Positions



VISA Centres in Ukraine:
Dnipropetrovsk, Ivano-Frankivsk,
Kharkov, Kiev, Lviv, Odessa,
Uzhgorod



tp offices from topPEOPLE
● offices from cooperation partners

Satisfied Customers



Key Facts: topPEOPLE

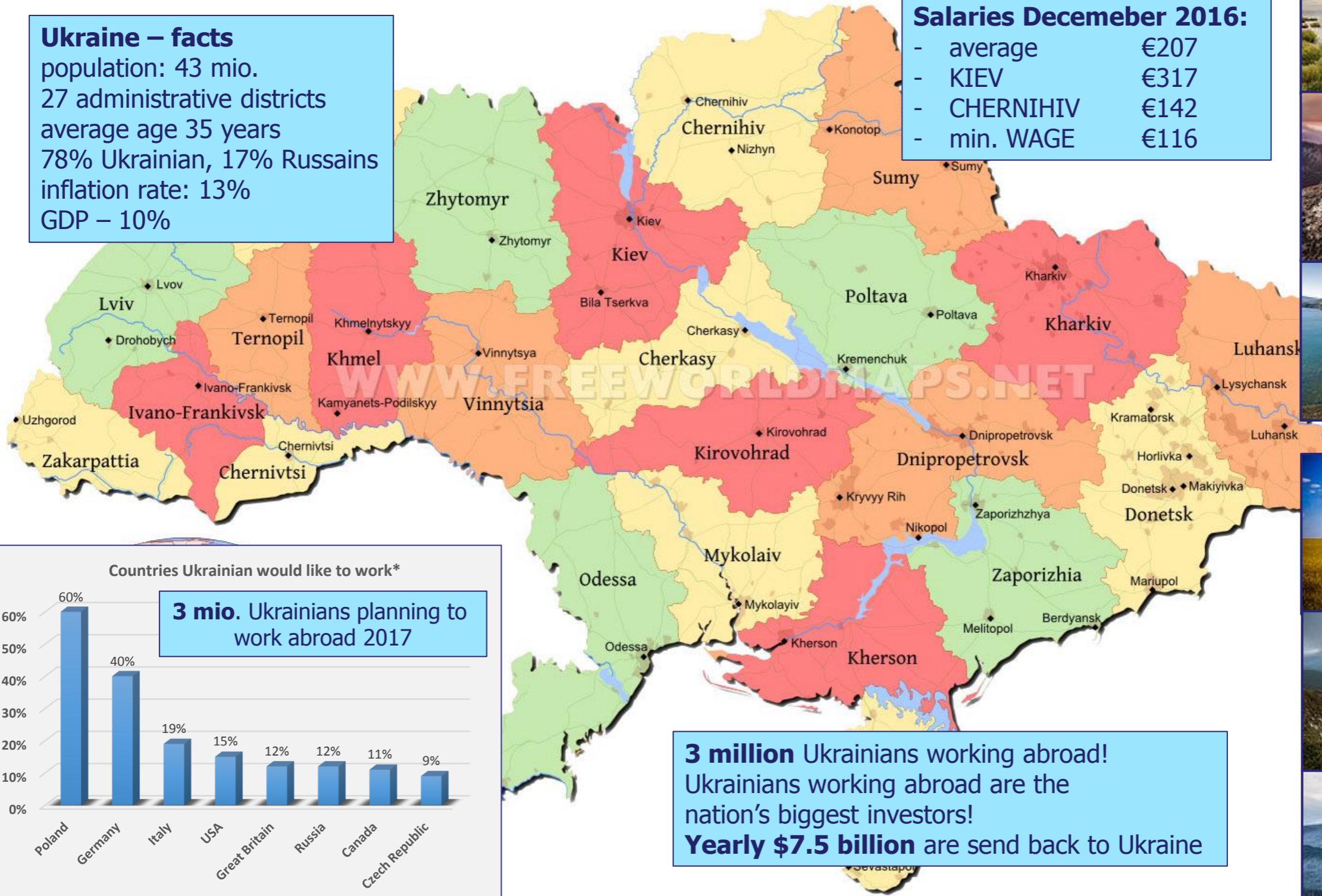


Ukraine – facts

population: 43 mio.
 27 administrative districts
 average age 35 years
 78% Ukrainian, 17% Russians
 inflation rate: 13%
 GDP – 10%

Salaries Decemeber 2016:

- average €207
- KIEV €317
- CHERNIHIV €142
- min. WAGE €116



Countries Ukrainian would like to work*



3 million Ukrainians working abroad!
 Ukrainians working abroad are the nation's biggest investors!
Yearly \$7.5 billion are send back to Ukraine

*poll conducted by GfK Ukraine, Dec. 2016



„How to bring people from Ukraine to Czech Republic!“

- ❑ Employee Card
- ❑ Schengen Working VISA
- ❑ Blue Card



General Information:

- ❑ A Schengen working visa allows its holder to **stay in the Schengen Area** and **to work in the country of application** for not longer **as 90 days**
- ❑ **90/180 rule:** The short-term stay in the Schengen Area cannot exceed 90 days within 180 days
- ❑ The application can be filed **three months before** the trip
- ❑ The decision on a Schengen visa is normally made within **7-15 days**
- ❑ A foreigner is required within **three working days** from the arrival in the Czech Republic **to report to the Alien Police Inspectorate**. Hotels, Pensions are obliged to fulfil this requirement for their guests.



Where to apply for Schengen VISA:

- ❑ Kiev, Embassy or Lviv, General Consulate via **VISAPOINT System** (waiting time more than 30 days.)
- ❑ **VISAPOINT system (Online System)** are used to register an appointment to submit applications for all types of stay on the territory of the Czech Republic, i.e. Schengen (short-term) visas, long-term visas, long-term residence permits and permanent residence permits)
- ❑ **Ministry of Foreign Affairs cooperates** with external service providers (**Visa Centers**) for the purpose of receiving visa applications
- ❑ **VISA Centres in Ukraine:** Dnipro, Ivano-Frankivsk, Kharkov, Kiev, Lviv, Odessa, Uzhgorod (**waiting time approx. 10 days**)

General Visa Application Requirements:

- ❑ application form
- ❑ travel document
- ❑ photo, biometric features – fingerprints
- ❑ supporting documents proving purpose of journey (work permit issued by the Czech Labor Office, work contract, accommodation)
- ❑ financial means (for example bank statement, salary confirmation etc.)
- ❑ intention to leave the territory of the Czech Republic / Schengen Area before the visa expiry (for example air plane/bus ticket reservation, proof of financial means for return trip)
- ❑ travel health insurance

Instrument – Schengen Working VISA

General Information:

- ❑ **Blue Cards** are intended for foreigners who will work in the Czech Republic for a period longer **than 3 months, max. 2 years** at a **position requiring high qualification**. Blue Card is a form of a long-term residence permit.
- ❑ Application at **Kiev, Embassy or Lviv, General Consulate via VISAPOINT** (forwarding the application to the Ministry of the Interior for evaluation and decision)
- ❑ after positively evaluation the Embassy issues a long-term visa for the purpose of collecting the Blue Card. (**90 days from the date of application**)
- ❑ The foreigner collects the Blue Card after the arrival to the Czech Republic at the Ministry of the Interior
- ❑ Application only for vacancy which are in the register of vacancies available for blue cards

How to offer a job vacancy for a blue card and requirements:

- ❑ Employer declares the job vacancy to the Labour Office
- ❑ The job must require a high professional qualification* and must be for at least one year for the statutory weekly work hours
- ❑ The gross annual salary based on the monthly or annual salary offered is not lower than a 1.5 multiple of the gross annual salary in the Czech Republic. the employer grants consent to publish the vacancy in the register of vacancies available for blue cards
- ❑ when the job vacancy has not been filled within 30 days of it having been declared. The vacancy then automatically goes into the register of vacancies available for blue cards



General Visa Application Requirements:

- ❑ application form, travel document
- ❑ 2 photos, biometric features – fingerprints, fee (1,000 CZK)
- ❑ **supporting documents:** employment contract for work requiring high qualification document proving high qualification (university or higher vocational school education is required) These documents have to be proved (nostrification) from Ministry of Education Youth and Sports. All documents have to be officially translated to the Czech language.)
- ❑ accommodation (for example rent agreement etc.)
- ❑ if the employment falls into the category of regulated professions, document proving fulfillment of requirements to carry out regulated profession - criminal record extract issued
- ❑ A medical report from your general practitioner about your health status
- ❑ travel health insurance – in case of visa issuance

* At least completed tertiary education or higher secondary education with the minimum duration of studies of 3 years is required



General Information:

❑ An **employee card** is a permit for long-time residence in the territory of the Czech Republic (CR) where the purpose of the foreign national' stay (**longer than 3 months max. for 2 years**) is employment.

A foreign national who has an employee card is entitled:

- to reside in the territory of the CR and, at the same time,
- to work in the job for which the employee card was issued

❑ Application only **at Lviv, General Consulate (approx. 6 months waiting** for appointment date)

❑ Ministry of Foreign Affairs is scheduling the meetings for the applicants at the Lviv Consulate, regarding the monthly quota,

❑ Lviv Consulate is informing applicants via phone directly about the meeting data at Consulate

❑ after positively evaluation the Embassy issues a long-term visa for the purpose of collecting the Employment Card (60 days from the date of application)

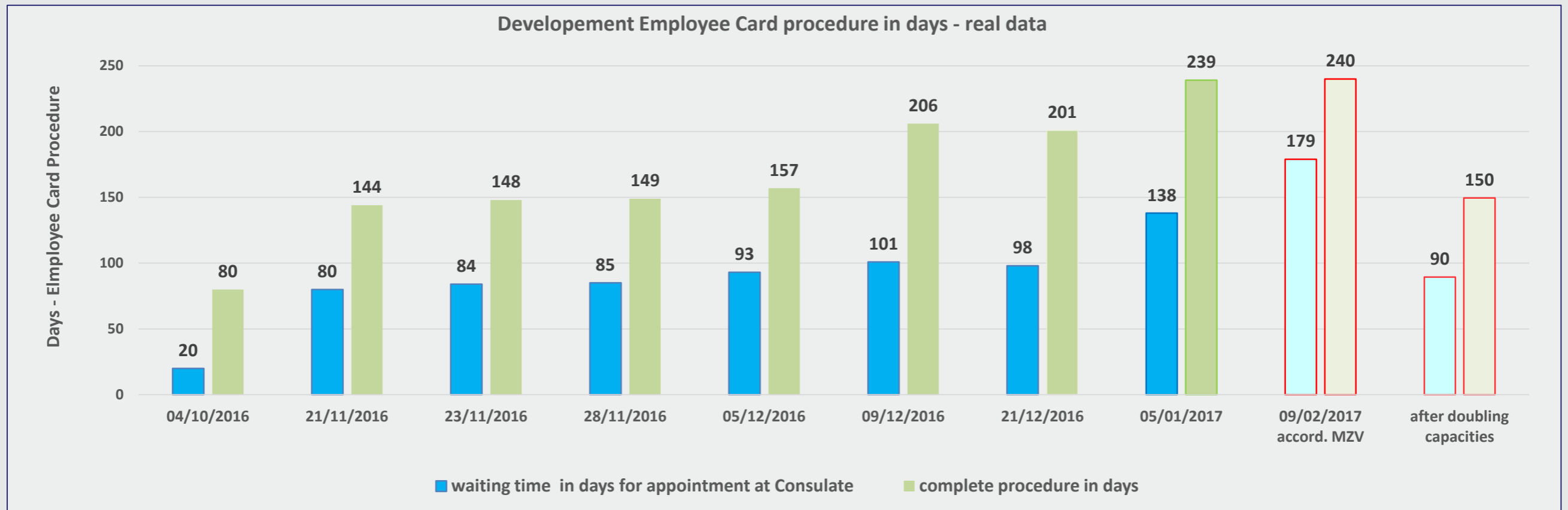
❑ monthly salary can not be **lower than** the **basic monthly minimum wage** and that the amount of weekly working hours will be at least 15 hours

❑ With regard to **professional qualifications**, an employee card is intended **for all types of employment regardless of the level of required professional qualifications.**

❑ **job vacancy** for which an application for an employee card can be filed must come from the central register of job vacancies

❑ an **employee card** is always **relates to the specific job at the employer** (there can also be more job positions at the same time) for which it was issued or

Instruments – Employee Card Ukraine Regime

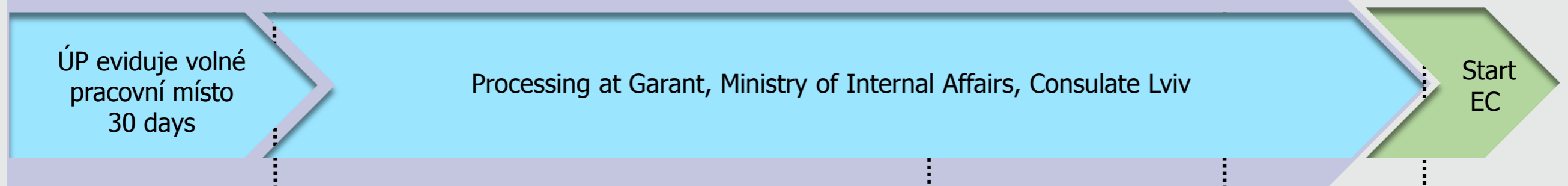


- ❑ 01.08.2016 start of Employee Card procedure "Regime Ukraine", monthly quota 320 applicants, 80 days for procedure
- ❑ 01.02.2017 increasing monthly quota to 400 applicants, 240 days for complete procedure
- ❑ 09.02.2017 decision from government to double quotas to 800 applicants – 9600 per year
- ❑ when the new quotas/capacity at Lviv Consulate will be ready, is not announced yet, estimated procedure time will be 150 days for complete procedure*

*time for complete procedure does not include 30 days waiting to write in the vacancy to the central register of job vacancies and time for finding the right Ukrainian candidate for the vacant job.

**Employee Card procedure – Regime Ukraine
real data**

Timeline Employment Card Regime Ukraina – real data



Timeline Schengen VISA



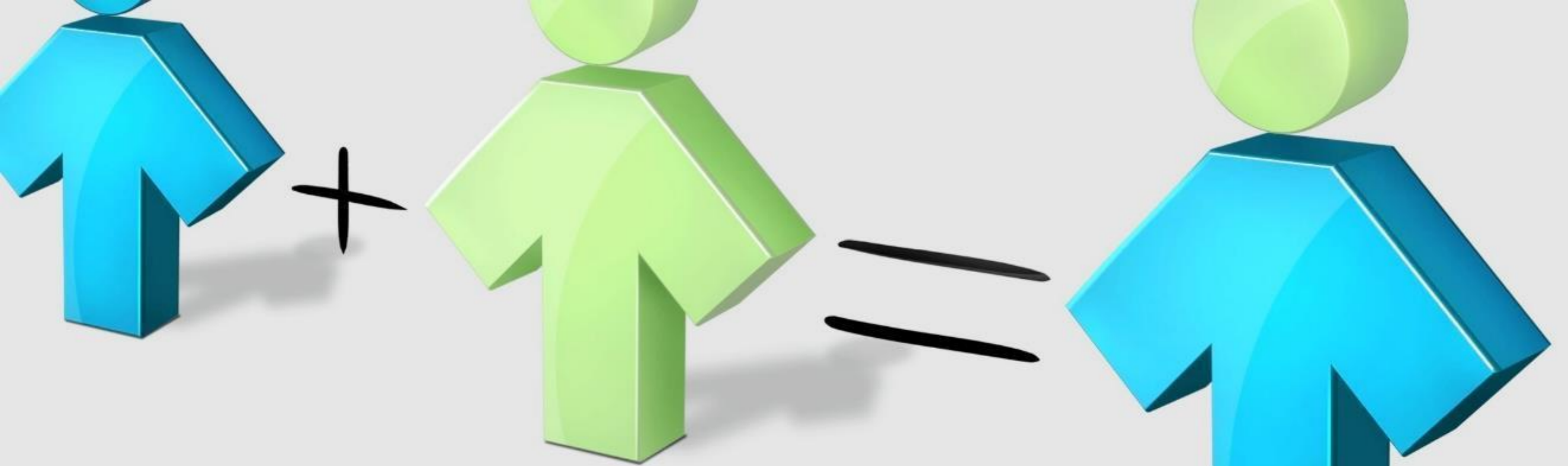
TIMING/DNY 30

55

145

240

Timeline – Schengen VISA 55 days
Employment Card 240 days



- ✓ **Unique Full Care Package Service** – selection procedure, administration of all documents on both sides CZ & UA, transport to CZ, aftercare client & candidates in CZ
- ✓ **Express procedure** – workforce from UA within **6 weeks** in CZ
- ✓ **clear, precise & transparent communication** with a **Czech Partner** who understands your needs **and full administrative support** in all process
- ✓ **Proven experience** in finding the right workers in UA
- ✓ guarantee a **presentation time** of potential workers (5-30 days – depends on type and number of positions)
- ✓ long **warranty time for workers** (6 months) in case of fail, free replacement
- ✓ **professional selections procedure**, as you would do it by yourself

Summary of topPEOPLE Services



**„Thank you very much
for your attention!“**

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