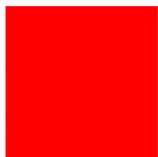


# Interiman



Group

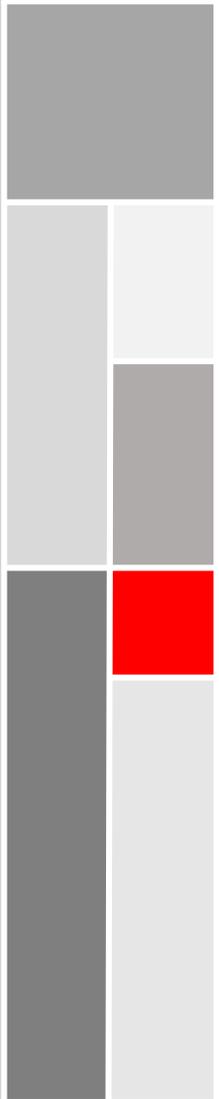


A Passion  
for Your Success



[www.interiman-group.ch](http://www.interiman-group.ch)

# Interiman Group – A Tale of Passion



It's a success story, a story of committed professionals who are passionate about what they do.

One thing has motivated Interiman Group since 1998: our passion for your success.

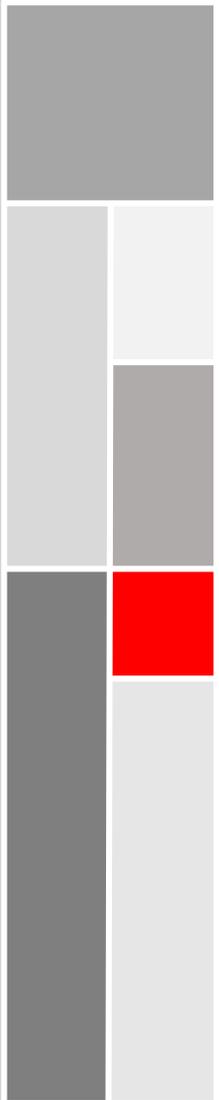
Passion for human relations, creating ever closer links between the people offering employment and the people seeking it.

Passion for efficiency, which relies on constant pragmatism and the ongoing quest for excellence and improvement .

Over the years our agencies have made a name for themselves with their distinctive style of recruitment and HR management, placing themselves at the forefront of recruitment agencies in Switzerland.

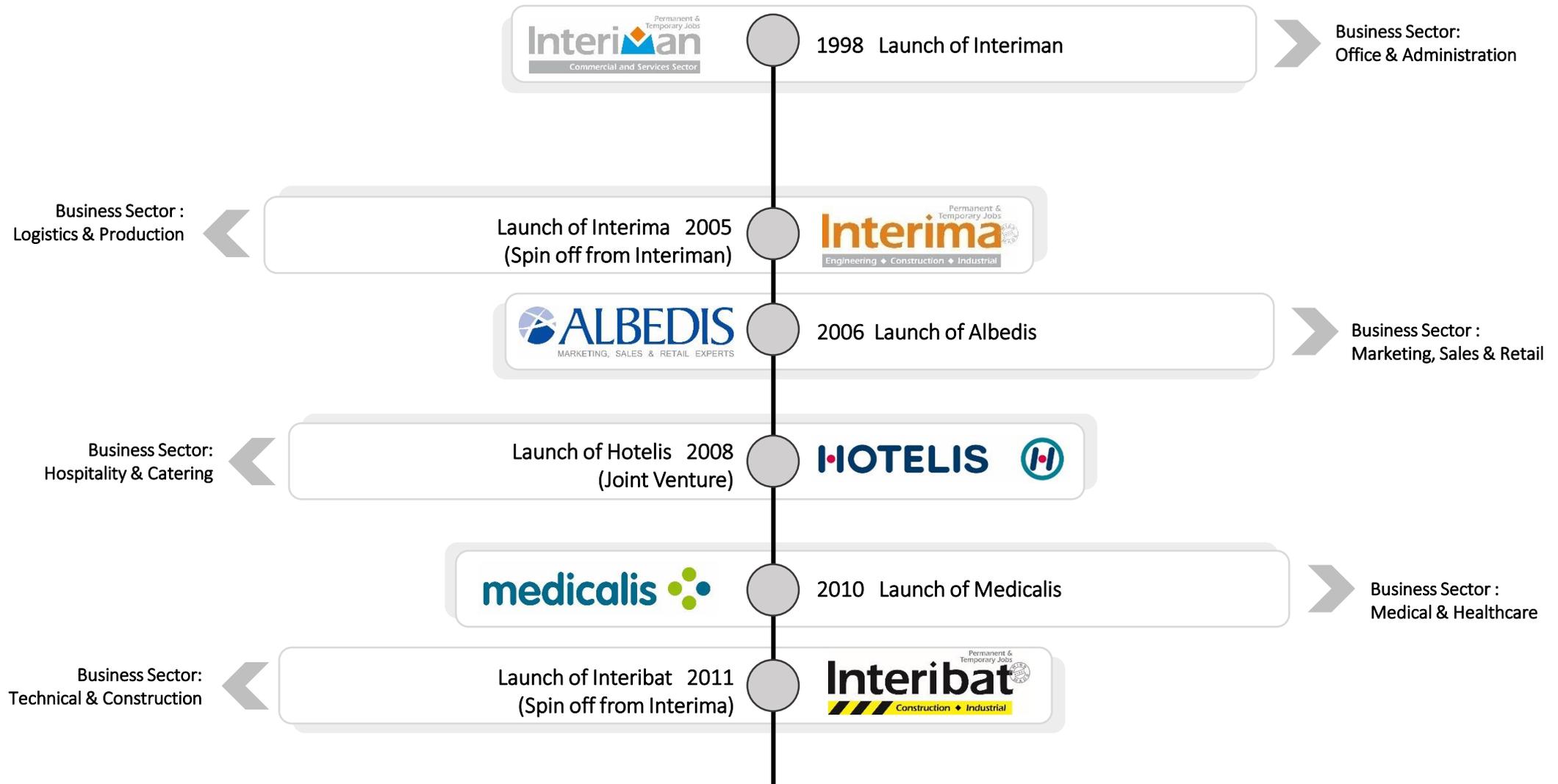
And now we have even more ways to open up new vistas for businesses and job-seekers - supporting growth for companies and career choices for our applicants. In order to enable us to provide top-quality expert advice for every need, for both temporary and permanent employment situations, innovative HR Solutions, each of our brands specializes in a particular area.

# About us



- With a consolidated turnover of CHF 225 million in 2015, Interiman Group is one of the top 4 HR organizations in Switzerland (Top 3 in Western Switzerland). The Group is active in permanent and temporary recruitment, executive search, training, outplacement and innovative externalized HR Solutions.
- As an independent player, rapidly expanding, Interiman Group offers unique partnership opportunities for companies in the integration of the management of temporary staff, allowing a better quality of service and efficient cost control.
- The basic strategy of Interiman Group is based on the development of specialized companies in specific industry fields, each with a strong identity. The Group currently operates 12 companies with more than 60 branches and 250 internal employees. In 2015, the number of temporary workers employed reached 14'000, provided to more than 2'500 companies.
- Interiman Group is a strategic partner of Gi Group ([www.gigroup.com](http://www.gigroup.com)), one of the world's largest players in the field of Human Resource Solutions, present worldwide in over 40 countries. In 2015, the number of External Employees was 160.000 FTE, provided to more than 12'000 companies. Gi Group employs nearly 2'800 people internally, with a global turnover of more than € 1.3 billion.

# History



# History (continued)



## You will find us here.

We are present at more than 60 addresses in Switzerland, located in the following cities:

- Aarau
- Bâle
- Berne
- Bulle
- Egerkingen
- Fribourg
- Genève
- La-Chaux-de-Fonds
- Lausanne
- Lugano
- Lucerne
- Martigny
- Monthey
- Morges
- Neuchâtel
- Neuenhof
- Payerne
- Porrentruy
- Rapperswil
- Sion
- Soleure
- Sursee
- Vevey
- Viège
- Wil
- Winterthur
- Wohlen
- Yverdon-les-Bains
- Zurich

# Our Business Lines

Business Sectors	Temporary Staffing	Permanent Placement	Payrolling	Try & Hire	Outsourcing	Outplacement	Training	On-Site	HR Solutions	Fiduciary Accounting Consulting Services	Advantage Club
 Office & Administration	●	●	●	●	●			●			
 Logistics Production	●	●	●	●	●		●	●			
 Technical Construction	●	●	●	●	●		●	●			
 Marketing Sales Retail	●	●	●	●	●			●			
 Hospitality Catering Events	●	●	●	●	●		●	●			
 Medical Healthcare	●	●	●	●	●			●			
 Technical Production Logistics	●	●	●	●	●			●			
 Production Construction Office & Admin. Healthcare	●	●	●	●	●			●			
 IT Specialists	●	●	●	●	●			●			
 Construction	●	●	●	●	●		●	●			
 HR Specialists HR Solutions for SME's	●	●	●	●	●	●	●	●	●	●	
 Banking / Finance Trading	●	●	●	●	●			●		●	
 Employee Benefits Club											●

- Knowledge of your sector

By listening attentively to your requirements, and maintaining a solid comprehension of your sector, our recruitment and HR consultants are able to understand the stakes of your request. Even better: they are experts in your field. They speak your language and possess a thorough knowledge of your file, which they will follow from A to Z. In time, they will be able to anticipate your staffing needs thereby giving you a head start.

- Active engagement by our consultants

We are passionate about your success and about efficiency. The experience of our consultants enables a perfect match between your specific needs and the solution provided. Strong in two areas of expertise : HR Solutions and your activity, these human relations experts will accompany you for the long haul. Even better: because they know your challenges, they rapidly mobilize all their resources and network to find you the ideal solution.

# A full range of services

Increasing flexibility in the employment world has marked these last years. This is directly related to the increased pressure exerted on all markets, and it's why we provide you with a complete palette of solutions.

Our HR consultants will help you to select the most efficient option.

- **Talent Recruitment**

You let us know when you have vacant positions, and we find the right personnel using our pool of candidates, our Internet site, partner sites, advertisements and direct approach. At the end of the selection process, we present you with the most promising candidates.

**Advantages perceived by our clients include :**

- ✓ You delegate the time consuming process of candidate search, verification and selection.
- ✓ You reach qualified candidates.
- ✓ You benefit from the support of seasoned consultants, for example, when defining the hiring criteria.
- ✓ You benefit from a good return on your investment

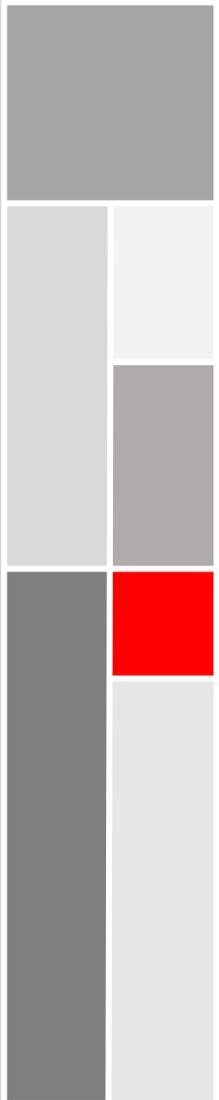
- **Temporary staffing**

You need reinforcements ? We recruit and select candidates who can work on temporary assignments. We handle all administrative matters concerning contracts, wages and social charges.

**Advantages perceived by our clients include :**

- ✓ You easily manage fluctuations in activity.
- ✓ You have access to a vast pool of qualified talent.
- ✓ You quickly find replacement personnel.
- ✓ You simplify life by avoiding burdensome administrative tasks.
- ✓ You only pay those hours actually worked

# A full range of services



- **Payrolling**

You recruit your own personnel and define the salary conditions. You then transfer the case file to one of our specialized agencies, which becomes the actual employer. We attend to the payment of salaries and all related administrative tasks (contracts, old age and survivors insurance, employee pension and disability insurance plans, work permits, insurances, family allowances, sickness, etc.).

**Advantages perceived by our clients include :**

- ✓ You free up your human resources department from a significant amount of work.
- ✓ You have more time to dedicate to your core activities.
- ✓ You benefit from increased flexibility : the duration of the assignment for temporary staff can fluctuate easily.
- ✓ In case of illness or accident, you do not have to pay for the first few days of sick leave. You only pay those hours actually worked.
- ✓ You have better control of the actual costs associated with the work.

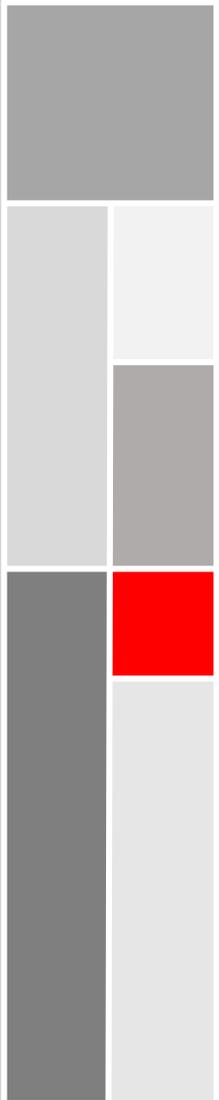
- **On-Site**

On your premises, we open an agency dedicated to your activity. Our consultants recruit, evaluate and select the temporary or permanent employees that you need from day-to-day. They coordinate the start up of the mission, all while also managing the administrative responsibilities.

**Advantages perceived by our clients include :**

- ✓ You benefit, on-site, from a broad palette of services.
- ✓ You profit from an optimal coordination.
- ✓ You have a tailored solution, piloted by professionals who thoroughly understand your business culture and its needs.

# A full range of services



- **Try & Hire**

For three months, the selected candidate works as a temporary employee at your business and in your department. This « assignment » enables both parties to get to know each other. At the end of the 3 months, you and the candidate can enter into a fixed employment contract that you issue, without supplementary expenses on your part.

**Advantages perceived by our clients include :**

- ✓ You can assess the know-how and the motivation of the candidate.
- ✓ You only hire a candidate based on the full knowledge of his capabilities.
- ✓ When you make the definitive hiring, you have no additional expenses.

- **Joint-Venture**

Is your business in constant need of staff of temporary workers ? Working together with you, we have the necessary experience to create a dedicated structure in the form of a joint venture. This collaboration is tailor made. It selects, hires, trains and manages the temporary staff in its entirety, according to your needs and your criteria.

**Advantages perceived by our clients include :**

- ✓ You benefit from a solution dedicated to your needs.
- ✓ You profit from total cost transparency.
- ✓ You organize the training of the temporary staff based on the needs of your company.
- ✓ You enjoy a better mastery of human resources, an important factor of success.
- ✓ You concentrate on your core area of expertise.

# A full range of HR services

## Humanys Solutions

With **Humanys Solutions SA** ([www.humanys.ch](http://www.humanys.ch)), we offer state-of-the-art HR services tailored specifically to the management of your human resources.

We appeal mainly to SMEs that do not necessarily have the means or the size to create their own HR department, but would still benefit from the support of a partner specialized in the HR management of their staff.

A revolutionary online configurator allows you to select the desired services with immediate cost calculation based on the number of employees.

- **Setting the bases**

- ✓ HR Policies & Strategy
- ✓ Recruitment – On boarding
- ✓ Compensation & Benefits
- ✓ Ergonomics
- ✓ Employee Security

- **Managing**

- ✓ Budget & Administration
- ✓ Social insurances
- ✓ Absences & Attendance

- **Developing**

- ✓ Competencies & Career
- ✓ Performing & Assessment
- ✓ Training
- ✓ Outplacement - Transition
- ✓ Succession
- ✓ Board Consultancy

## Finansys Solutions

**Finansys Solutions** ([www.finansys-solutions.ch](http://www.finansys-solutions.ch)) is a Swiss company providing financial services to businesses. The company is made up of two separate and independent, yet complementary entities: **Trust and Accounting** and **Corporate Finance**. With the experience of its 15 staff members, **Finansys Solutions** is able to provide high-quality services to a wide range of companies in Switzerland and abroad.

A complete and well-trained team, the optimal allocation of resources and the latest generation of computer systems can offer efficient and customised solutions in a short space of time and at extremely competitive costs, either in everyday accounts management or for investment, acquisition or divestment projects.

- **Trust and Accounting**

- ✓ Accounting
- ✓ Management
- ✓ Payroll
- ✓ Taxation

- **Corporate Finance**

- ✓ Tailored financial management
- ✓ Mergers and acquisitions
- ✓ Company transfers
- ✓ Strategy
- ✓ Organisation and support

# Employee retention



Employee retention is an important human resource management issue and is part of most companies' strategies nowadays.

This is why Interiman Group launched the **Intericlub** benefits club ([www.intericlub.ch](http://www.intericlub.ch)), which operates as a private club - offering its members negotiated offers for a wide range of services. The beneficiaries are the employees placed by Interiman Group as well as corporate clients' employees.

**Intericlub** is a way to thank our partners and internal teams for their valuable collaboration.

Interiman Group is the first specialist in permanent and temporary placements in Switzerland to offer this type of loyalty scheme.

## How does Intericlub work?

- Members can instantly check their benefits on the **Intericlub** website using an access code and personal password.
- From their personal account on the website members can print the membership card or save it to their smartphone.
- Members are regularly informed about news and current promotions by newsletter.
- **Intericlub** gives members advice on how to get the most out of each type of offer.

## How can you access Intericlub offers?

- Subscribe your business for only CHF 3.00 per month per employee.
- Your subscription provides your employees with unlimited access to **Intericlub** benefits for 12 months, or more.

# Excellence. Nothing less.

Interiman Group relies on efficient staffing management solutions and state-of-the-art assessment tools.



## To-date information available at all times

EasyTime© is a platform to further increase the effectiveness of the tripartite relationship involving Interiman Group, the temporary employees and the Client.

Once connected to the web platform, the Client has access to the following information:

- ✓ List of ongoing temporary assignments
- ✓ Validation of hours entered by the temporary employee
- ✓ Open positions
- ✓ Statistics
- ✓ Temporary Staff Services Contracts
- ✓ Invoices



## CCP - Corporate Culture Profiling ©

An ingenious system to determine your corporate culture.

With CCP©, we evaluate your corporate culture and provide a detailed report on the culture of your company.

Then, for each of the selected candidates, we evaluate its potential for integration into your business.



## Candidate assessment

Our tests determine the accuracy of the skills of our candidates, with an objective assessment and validation of prior learning.

### Skills measured:

- ✓ Assessment of Personality
- ✓ Team and/or leadership styles
- ✓ Knowledge of languages
- ✓ Information Technology



## Tailor-made training

Our training courses are based on the client's work environment, allowing for a quick and smooth onboarding

Some examples :

- ✓ **Securibat** : A film related to security on construction sites + test. Granting of SUVA Passport
- ✓ **GMP** : film related to Good Manufacturing Practices for laminar flow clean rooms
- ✓ **Amiante** – Training + Test

# Certified Processes

- All internal procedures of the Group companies are audited and certified by Swisstaffing in collaboration with SQS.
- Interiman Group is a full member of Swisstaffing, the umbrella association of Swiss companies active in the recruitment and selection of permanent and temporary employees.



## Certificat

swisstaffing, Dübendorf, et l'Association Suisse pour Systèmes de Qualité et de Management (SQS), Zollikofen, attestent par le présent que l'entreprise



**Ressources humaines**  
1006 Lausanne  
Suisse

y compris les filiales à Aigle, Bâle,  
Genève, Lausanne, Berne et Zurich

répond aux

standards de qualité



et a passé l'audit avec succès

Association Suisse pour Systèmes  
de Qualité et de Management SQS  
Bernstrasse 103, CH-3052 Zollikofen

Date d'émission: 1<sup>er</sup> décembre 2014  
Ce certificat SQS est valable  
jusqu'au 30 novembre 2017  
Numéro d'enregistrement 1109

Christian Leuthold  
Responsable de l'assurance  
qualité swisstaffing

Georg Staub  
Président swisstaffing

X. Edelmann  
Président SQS

R. Krauser  
CEO SQS



Trusted Cam



## What does sustainable development mean for Interiman Group?

Economic growth is and remains a central concern of the company. However, we assert that the purpose of company profitability must be at the service of social progress.

Social progress is to allow everyone to be in good physical and mental health, to be well in his private and professional sphere, to access to education and to improve his skills throughout his life.

We say that social progress should not come at the expense of future generations, so we must ensure the preservation of natural resources that are vital to our growth.

We are committed to sustaining a realistic and pragmatic approach to progress: improving internal cohesion, developing our employees, defining a purchasing strategy allowing sustainable and equitable relationships with our suppliers, reducing our consumption of non-renewable resources .

## Interiman Group Charter : Our 20 Commitments:

1. Invest in sustainable development; assess the profitability of this investment
2. Deploy a policy of responsible pricing
3. Buy responsible: traceability of purchases, suppliers warranties
4. Provide our customers with consulting, transparency, support and service
5. Follow a process of continuous improvement
6. Ensure good working conditions and atmosphere in the company
7. Be kind and respectful in dealing with our customers, suppliers and employees
8. Maintain dialogue with local associations
9. Ensure fairness and promote diversity
10. Develop skills in business by training
11. Contribute to local life: Animate and share our expertise
12. Water: Managing consumption
13. Energy: Monitor and reduce our consumption
14. Our waste: Reduce at source, sort
15. Optimize our travels
16. Engage in a process enhancing local products and services
17. Organize responsibilities and decision-making processes
18. Inform and communicate both internally and externally
19. Anticipate regulation changes : Prevention and management of our risks
20. Establish lasting and efficient relations with our suppliers

(The full Charter is available upon request)

Head office :

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