CERN Human Resources February 2014

# Outline of Staff Members'

## Conditions of Employment

In addition to an exciting career opportunity, CERN offers a comprehensive benefits package like no other. People here enjoy living a truly cosmopolitan life, in the heart of Europe. The environment offers a myriad of leisure activities with excellent benefits, great remuneration and the freedom to work flexibly, it's not just the work and atmosphere that makes people enjoy their jobs, it's the tangible elements that they receive too.

This document is an overview of some of the conditions of employment at CERN, which are described in detail in the 11th edition of the Staff Rules and Regulations.

Employing a diverse and international workforce is a CERN core value and central to our success. We encourage applications from nationals of all Member States, irrespective of gender, age, disability, sexual orientation, race, religion or personal status.

### 1. Basic salary and advancement

Basic salaries (remuneration net of tax) are paid twelve times a year. Present basic salary levels in the most common job profiles entry–level are listed in the table. A career path is assigned to each job based on the functions of the job.

Career Path	Basic entry-level salary (CHF per month) Main range
AA	3750 – 4700
А	5191 – 6171
В	5396 - 6126
С	5794 – 6584
D	6732 – 7662
Е	7980 – 9100

### 2. Types and duration of contracts of employment

Initial appointments are on limited duration contracts of up to 5 years maximum. Following appointment, there is a probation period of 12 months. Subject to certain conditions, holders of limited-duration contracts may apply to posts published for indefinite contracts.

# 3. Indemnities and allowances (payable according to personal circumstances)

There are various indemnities and allowances to which Staff Members may be entitled. These are calculated on an individual basis when drawing up the contract. These include:

- Installation allowance and/or travel and removal expenses.
- International indemnity paid to Staff Members in career paths above career path C (9% or 12% of the minimum salary within the career path).
- Family allowance for Staff Members who are married or who have 1 or more dependent children.
- Child allowance.
- Infant allowance for dependent children under the age of 3 years.
- Partial reimbursement of some education fees for dependent children, up to certain ceilings.
- Partial reimbursement of some language courses for dependent children, up to certain ceilings.

### 4. Contributions

All Staff Members make compulsory contributions to the CERN Pension Fund and the Health Insurance Scheme.

#### 5. Other conditions

The reference working week is 40 hours and the working day is 8 hours. Staff members are entitled to annual leave of 2.5 working days per month of service. Other special leave includes maternity, paternity and adoption leave, as well as Home Leave for some Staff Members. There is also the possibility to purchase additional leave to allow for some flexibility in working hours.

### 6. Other services

On-site CERN has various services available, including a Social Affairs Service to discuss difficulties of a personal and/or confidential nature, a Medical Service and a Housing Service which can help in finding accommodation.

The CERN site also hosts a kindergarten, post office, bank, library, travel agency and three restaurants. Clubs of all kinds are organised via the Staff Association.



