

How Our Recruitment Process Works

We believe that finding brilliant new additions to our team is essential to our success. We aim to conduct an agile and effective screening process that helps us identify qualified candidates who are as passionate as we are about delivering high-quality, please allow us to take you through the different phases of our recruitment process in order to be transparent about how we run things at Solynta.

An Overview

Our recruitment process lasts approximately six weeks. After an applicant has submitted their resume and cover letter a successful recruitment process will have the following structure:

- Week 1: Phone Screening Interview (approx. 15 minutes)
- Week 2&3: Video Interview (approx. one hour)
- Week 4&5: On-Site Interview (approx. one hours) in compliance with COVID-19 guidelines
- Week 6: Job Offer (made via email)

We hope applicants take the time to find out about us and who we are. We're proud of our values and purpose and we're happy to answer questions about how we work. You could find our values on our website.

At Solynta, we believe that the recruitment process works best when the candidate and employer have a genuine, mutual interest in working together, so take a moment to picture yourself on the job. Can you see yourself thriving within our company culture?

What Applicants Can Expect From Us

We practice a fair, non-discriminatory recruitment process that evaluates all candidates by the same criteria. We focus on candidates' skills and do not consider gender, race, religion, sexual orientation, age, disability, or socioeconomic status. For each vacancy we have a diverse hiring panel that includes women and men of different ages and backgrounds.

Applicants can also expect us to keep them informed throughout the recruitment process so that they are aware of what the next steps are. We assign a member of the hiring panel supported by HR to each vacancy to accompany applicants throughout the process and be the candidate's go-to person if they have any questions or concerns. Every email you receive from us will include links to learn more about us and the recruitment process. We want applicants to feel seen and valued, so we will always communicate our final decision regardless of whether it is an offer or a rejection.

What We Expect from Applicants

We expect applicants to put their best foot forward by respecting our recruitment process and complying with each phase in a professional manner.

The First Phase: The Phone Screening

Upon submitting your application, you will receive an automatic mail to confirm that we have received your application.

If the skills and qualifications on an applicant's resume fit the job requirements, we'll reach out to them to schedule a phone interview. We always make this initial contact via email, so we recommend that candidates keep a close eye on their inbox after submitting an application. In this email, our HR Support together with the hiring panel member who has been assigned to the candidate who is also normally the hiring manager will introduce themselves and send the candidate a link so they may choose the time they are available for the phone interview. If the candidate later finds that they need to reschedule the interview, this is not a problem as long as they notify us in advance.

The purpose of the phone screening interview is to get a more complete picture of the candidate. It usually lasts about fifteen minutes. We may ask the candidate to fill in any gaps in their resume, clarify possible points of confusion, or provide more details on their skills, past experience, or future plans with respect to their studies. We may also ask the candidate about their salary expectations. We'll provide the candidate with more information about our company and the available position. The phone screening is also an opportunity for the candidate to ask us questions about the job or our company. If the candidate passes the phone screening, they will continue to the next part of the recruitment process.

Recruitment tip: In this phase, we look for candidates who are punctual, attentive, and possess good communication skills and a high level of professionalism.

The Second Phase: The Video Interview

The next phase is an interview via video conference. If the candidate has reached this phase, they will receive another email with a link to select their interview time. The interview will take place over Teams and lasts about an hour. The purpose of the video interview is to get a more in-depth picture and abilities of the candidate's technical skills of the job and cultural fit. The candidate will be interviewed by two or 3 Solynta members.

The interview will begin with the technical aspects expertise components. The panel may ask questions to test the candidate's knowledge, set an exercise for the candidate to complete where needed, or ask them to solve a problem. In addition to allowing us to see the candidate's skills in action, this part of the interview enables us to evaluate their reasoning capabilities. How the candidate handles the challenge is just as critical as whether they are able to solve the problem in the time given. Next, will interview the candidate about their soft skills. This part aims to determine whether the candidate shares our company values.

At Solynta we consider cultural fit equally important to technical competence. In the soft skills part of the interview, we want to find out more about how the candidate

adapts to challenges, prioritizes and completes their work, and collaborates as part of a team. As with the phone screening, the candidate will also have the opportunity to ask us any questions about our company or what their role would be. If the candidate passes the video interview stage, they'll be invited to continue to the last part of the recruitment process.

The Final Phase: The On-Site Interview

If the candidate's expertise and soft skills match the job requirements, they'll have the opportunity to come to our office for a final interview. (in compliance with Covid-19 guidelines) As with the previous two interviews, the candidate will be contacted via email and sent a link to select their interview time. The focus of this interview is primarily focused on the technical aspects of the job; however, we also aim to gain a deeper understanding of the candidate's cultural fit.

During the on-site interview, the candidate will have the opportunity to meet more members of our team and see the facilities be it in the green-house, head office, warehouse or in the field , these within reasonable parameters due to the high protection of our intellectual and physical property. This also gives the candidate an opportunity to see more of what we do.

The offer

After the onsite interview, we decide whether we are going to make a job offer, which requires a "yes" from every Solynta member involved in the recruitment process. Offers are made via email, and the candidate is allowed five days to deliberate before the offer expires. In case a candidate cannot revert within 5 days, we appreciate to be notified as soon as possible. In accordance with our policy, pay is based on the experience and value a candidate's work will contribute to Solynta. We will always communicate our final decision even if we decide not to hire the candidate, At Solynta it's important to us that candidates feel appreciated throughout the recruitment process regardless.