

Employee Referral Program & Guidelines

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The Employee Referral Program allows employees to refer someone within their external network to an open job at Syensqo.

Disclaimer:

Please note that, as of spin-off, cross-entity referrals will not be considered for referral bonus. Make sure you are recommending someone for a job opening belonging to your own organization.

All referral hirings done until the spin-off date will be paid retroactively.

If you have any questions, please kindly contact the People Services team using Service One (category: Human Resources - Recruitment)

EMPLOYEE REFERRAL PROGRAM & GUIDELINES

Our people are our best Ambassadors. Each one of you knows what it is like to work at Syensqo, as you understand our purpose to bond people, ideas and elements to reinvent progress, as you recognize and stand by our core beliefs of purposeful responsibility, unity not uniformity, and passion for performance. You understand our culture and thus you can help Syensqo and career seekers from your network to connect and be the perfect fit for new opportunities at Syensqo.

The Employee Referral Policy is designed to encourage and guide you on how to refer individuals from your personal and professional network that you see as a right fit for [job opportunities](#) that are currently open, or if there isn't the right opportunity for them you can also suggest to just join our [Talent Community](#) to receive updates on different opportunities.

The program is applicable across Syensqo and at country level is established a specific reward to recognize the employees' referral efforts.

The Employee Referral Policy:

- Explains the procedure for employees to refer candidates for open positions.
- Clarifies the Syensqo and eligibility criteria for employee referral rewards.
- Makes available all the country established reward policies, amounts and time to pay respective rewards.

What do you need to do?

First you need to check the current job opportunities that open for referrals by accessing the "[Career Opportunities](#)" tile, which is our internal career opportunity page via My HR services. Click on the job you want to refer someone to and click on the "Refer someone" button available at the bottom of the page. The "Refer someone" button is only available when the job is open for external applications.

The person you referred will receive an email, with the job information and a link to apply, and then you will receive an email notification as soon as the referee applies for the job. You will then be able to follow the progression of the process via the "Referral tracking" in My HR Services > Careers opportunities > My Candidate profile > Options (top right) > Referral Tracking.

However note that if the person you refer does not apply using the link provided (e.g. applying directly in our career page) you will not be eligible to receive the respective reward.

You can find the current Referral Policy and Program [here](#). Please note that new updates are continuously being performed, so please keep visiting the program.

The languages the policy is translated into are:

- [Chinese](#)
- [Dutch](#)
- [French](#)
- [Japanese](#)
- [Korean](#)
- [Portuguese](#)
- [Spanish](#)
- [Thai](#)
- [Italy](#)

If you know someone who is interested in job opportunities in Syensqo but doesn't find any relevant open jobs for their profile, you can invite them to join Syensqo's [Talent Community](#). The person will receive an email requesting to join the community and will be asked to fill in some information regarding their profile and experience.

This Community is created to bond with all talents who are interested in Syensqo and currently don't find a specific job to apply to, but could be potential candidates in the future. And once new opportunities appear, you can always refer again.

Date last updated: 19 Feb 2026

- [Conflict of Interest Policy](#)

Support Material:

- [Talent Community](#)
- [Job Opportunities](#)