

Employee's Career at SCo - Manager

Employee's Career at Syensqo

Please click on the titles below to open the articles with the relevant information:

[REWARDS & PROMOTIONS AT SYENSQO](#)

Want to know about the Promotion process at Syensqo? Want the step-by-step process of how to perform a promotion for your employees as a Manager? You will find that information here.

[HOW TO PERFORM A PROMOTION IN MY HR SERVICES - CADRE EMPLOYEES](#)

Here is a step by step user guide on how to record a promotion in My HR Services.

[HOW TO PERFORM A PAY RATE CHANGE OR OFF-CYCLE SALARY INCREASE IN MY HR SERVICES](#)

Here is a step by step user guide on how to perform a pay rate change or off-cycle salary increase in My HR Services.

[COMPENSATION STATEMENTS FOR PROMOTIONS AND PAY RATE CHANGES](#)

Here is a step by step user guide on how to access documents/statements for communicating a promotion and pay rate change in My HR Services.

[POSITION MANAGEMENT \(MODIFICATION AND MANAGING WORKFLOWS\)](#)

As the manager you are directly involved in the maintenance of the positions reporting to you, therefore, it is important to know what steps you need to take, what the best-practices and guidelines are, as well as the tools you need to use.

[EMPLOYEE CONTRACT RENEWAL/EXTENSION PROCESS](#)

Here you will find information on what to do as a manager if you decide to extend or renew your employee's contract. There is also information on what to do if you want to offer a permanent contract or terminate.

[EXTEND CONTRACT END DATE FOR CONTINGENT WORKERS](#)

Here you will find information on what to do as a manager if you decide to extend your contingent worker's contract.

[CAREER DISCUSSIONS WITH THE EMPLOYEE](#)

As a direct manager, you are co-responsible for encouraging the employee to develop a broad internal network, and to support their career growth by fostering their exposure and mobility.

- [Employee Mobility Rules \(EN\)](#)
- [More information on Employee Mobility](#)
- [Variable Compensation](#)
- [Job Families & Grading](#)
- [How to access My HR Services from a computer or a mobile device](#)
- [FFF/STIP Rotation Program Workflow](#)