

Are you ready to get to work in a new country such as Estonia? If so, you need a team behind you that's ready to help you succeed. But it can prove difficult to hire Estonia employees while your time and energy are pulled in many different directions. Fortunately, Globalization Partners can help. We use our Estonia PEO to offer Estonia hiring outsourcing services to companies expanding to the country. We'll even act as the Employer of Record to handle all matters of compliance on your behalf.

## Recruiting in Estonia

Navigating this country's culture is just one aspect of staffing and recruiting. You'll also need to consider the logistics of the recruitment process, such as the best channels for sourcing talent and the laws your recruiting team will have to follow to keep your company compliant.

When you're staffing in Estonia, you have a few options in terms of sourcing talent. Your choices include:

- Partnering with a local recruiting firm to source talent for you.
- Working with a global PEO that offers recruiting and hiring services as part of their platform.
- Having your team handle the recruitment process by placing ads in local newspapers and posting your open positions on online job boards like LinkedIn.

## Laws Against Discrimination in Estonia

The Estonian constitution protects citizens from discriminatory practices in their day-to-day lives. As an employer, it's important to comply with the country's legislation from day one of the recruitment process. The law prohibits discrimination based on the following:

- Sex
- Race
- Nationality
- Color
- Property or social status
- Religion

- Origin
- Language
- Political or other views

Some of these traits might become apparent as you get to know potential hires throughout the recruitment process, but it's up to you to make sure they don't play a role in any staffing decisions. Some characteristics, on the other hand, may require special consideration to stay compliant. For example, you should consider hiring a translator in case any of the candidates you interview are not fluent in your language.

## How to Hire Employees in Estonia

Although Estonia is a small country, its developed nature means you can hire from a highly educated and creative workforce. International meetings are commonly held in English, but you should still make sure all documents you use to hire Estonia employees get translated into Estonian.

Most employees in the country should have an employment contract unless they're an independent contractor. As an employer, you're responsible for making sure employees are eligible to work in the country. European Union (EU) citizens can work in Estonia as long as they get a right of residency, but temporary residents must have work permits.

## Estonia Employment Laws

Estonia's employment compliance laws require you to use a written employment contract to hire employees. Each contract must include a specific set of terms, including:

- Identification for both parties
- Date of entry into employment
- Description of duties
- Official title
- Salary and other monetary benefits
- Working hours
- Place of performance of work

- Duration of holidays

Keep in mind that all contracts should be written in the employee's local language. All salary and compensation amounts should also be in Euro instead of another currency. Make sure your new employee signs the contract before their first day and that all the times are satisfactory between parties.

## **Onboarding in Estonia**

You can decide yourself on the best way to onboard employees, but you should take certain steps to make the employment relationship successful. We recommend reviewing all important company documents on an employee's first day. Then, you can put employees in a training program specific to their position with the company.

If you have a small subsidiary with only a few employees, you should try to onboard all new hires at the same time. That way, you can travel to Estonia to welcome new team members and create events that allow all new hires to bond.

## **Benefits of Hiring Outsourcing in Estonia**

Companies going through an expansion often can't find the time to learn how to hire Estonia employees and stay compliant. You won't have to worry when you work with Globalization Partners. We'll hire employees through our subsidiary and assign them to work for your company. Estonia hiring outsourcing also ensures that you won't have to worry about compliance. We'll be the ones responsible for all of Estonia's employment compliance laws, so you can focus on what's important — building your company.

## **Work With Globalization Partners To Expand Globally**

The Globalization Partners team is ready to help you succeed. [Contact us today](#) to learn more about Estonia hiring outsourcing and our comprehensive solution.