

Your company's success relies on a talented team of employees. When you're operating overseas, the process of recruiting and hiring can be challenging. You have to consider a new set of employment laws, and you may have a language barrier to confront.

On the other hand, you can work with Globalization Partners and let us take care of hiring new talent. Recruiting Vanuatu workers is simple with our experienced team, in-country connections, and streamlined onboarding processes.

## **The Recruitment Process in Vanuatu**

The Foreign Investment Promotion Agency provides ample support to international investors with the hope of supporting the country's economy. A noncitizen employer can have complete ownership of an entity, but the company must also hire residents.

Your recruitment process requires thorough advertising of your position to find citizens that may fit the job. When you publish your positions, you'll want to ensure you have a well-written description. You should include:

- A summary of daily activities.
- Education and experience requirements.
- Working hours.

Your job description can also include a section on your company's vision to give applicants an understanding of your values. With the proper advertising, you can find candidates in Vanuatu who will fit your position's needs.

Once candidates reach out to you with resumes, you can identify who you'd like to learn more about and begin the interview process. It's helpful to have a plan for this step to get the right information from your applicants. Come up with a list of helpful questions, and make sure you have a location to conduct the interviews.

It's valuable to note that the country speaks three primary languages — English, French, and

Bislama. Have translators for these languages as you need them, and consider drafting your job descriptions in all three.

## How to Find Talent

Once you have a job description, you need a few places to post your advertisement for the position. It's wise to post your job on a few platforms to reach different audiences and increase your chance of finding the best talent for your company.

Vanuatu Wok and Job Island are excellent online resources for employers. You can post your positions on Vanuatu Wok for a small fee, and Job Island allows you to post jobs for free once you become a member.

The Daily Post is the only daily newspaper in the country, and it has a section for employers to post job availability. As a popular online newspaper, you can expect a lot of traffic on their site with various potential employees.

## How to Hire Vanuatu Employees

The first step in legally hiring employees is drafting an employment contract. Labor laws dictate that you can use a verbal or written contract, but it's best practice to write your agreement to make the job expectations clear to your worker. In this document, you can define the position's terms, like if it's open-ended or fixed term.

During the hiring process, you should also get important employee details like their bank account information for direct deposit, their Vanuatu National Provident Fund (VNPF) number, and their tax identification number (TIN).

With the VNPF number, you can register your new employee under your employer ID to make contributions from their paycheck. With a TIN, you can contribute income tax if they're in a bracket that requires it. If your employees don't provide a TIN, you have to deduct the

maximum 17 percent from their paychecks.

## **Employment Laws**

As an employer, it's your responsibility to adhere to all employment laws the country provides. Your employment contract should consider these regulations, including required benefits and maximum work hours. Before signing the contract with your employee, make sure you feel confident about the agreement's content and ensure your worker understands the terms.

You should also make a note of the country's discrimination laws. Women and men should be treated as equals in the workplace and receive the same payment for the same position.

## **The Onboarding Process**

The onboarding process is the best way to welcome your employees to their new work environment and help them feel comfortable in their positions. As an international employer, it may be a good idea for you to fly into the country during the first week to assist in the adjustment.

Your onboarding process should include a comprehensive training program that educates your employees on their daily activities. The program could be a day's worth of training or a week. You'll want to consider your employees' experience level and the difficulty of the positions when you're designing this program. It can include simple processes like how to clock in for work, but it may also involve software tutorials or equipment use.

Onboarding is also an excellent time to establish a code of conduct for the workplace. This document lays out your expectations for behavior and ensures your employees maintain respect for each other and their environment.

## **The Benefits of Hiring Outsourcing**

Finding the right talent for your company is vital to your success overseas. The recruiting and hiring process can be rewarding, but it also takes time and an in-depth understanding of employment law. When you're working in a new country, this process may be even more challenging.

Globalization Partners helps you overcome these hiring obstacles with our Employer of Record services. You can outsource your recruitment and hiring processes to our team, and we'll find the right talent for your company. We can onboard new employees, add them to our payroll, and follow all applicable employment laws to ensure your team is legally compliant.

Hiring outsourcing can be advantageous for your international company. When you trust us as your global PEO, you can expect benefits like:

- Extensive talent searches. With our vast network in countries worldwide, we have all the resources we need to find talent that fits your needs.
- Streamlined onboarding. Our global PEO services ensure your recruitment procedures result in talent without exhausting your company's resources. We help you manage the onboarding process for seamless introductions, and we'll navigate issues if they arise.
- Mitigated risk. We hire your employees through our entity, which puts all legal risk on our team instead of yours. Our legal experts ensure all contracts and employment terms are permitted, and we're always updating our procedures as regulations change.
- Fast, cost-effective hiring. With our experienced team, we create effective recruitment strategies for efficient employment. Our risk-free solution is also a more inclusive, economical means of hiring international employees.

### **Turn to Globalization Partners for Hiring Outsourcing**

When you expand internationally, you want a talented team you can trust. Globalization Partners can help you find the employees your company needs while you minimize your risks. Learn more about our hiring outsourcing by [reaching out to us today](#).