Conditions of employment

Working time
41 hours per week and flexitime between 6 a.m. and 8 p.m.
In the morning and afternoon a 15 minutes break each is considered as working time.
A trust-based working hours system applies. Employees are responsible to achieve their
target working time. For self attendance checking an electronic time recording system is
available. The recording of absences is mandatory. Any necessary supplementary work
will be recognized and employees will be able to offset it, mandated by the line manager.

Vacation
6 weeks up to 20 years of age / 50 years of age and upwards
5 weeks 21 years of age and upwards

Public holidays
The local public holidays will apply. Empa is closed between Christmas and New Year.
Bridge days and downtime days can be offset using various possibilities.

Probationary period
The probationary period lasts max 6 month.

Period of notice
During the probationary period: 1 week in the 1st and 2nd months of employment
1 month from the 3rd month of employment
After the probationary period: 1 month in the 1st year of service
3 months from the 2nd year of service
Notice is not required for fixed-term employment.
End of contract in accordance with the fixed period.

Salary
Salary is defined on the basis of function, experience and performance according to
the ETH-salary system and is based on the annual performance reviews.

Social security contributions

Salary entitlement
Inability to work due to illness or accident: 100% of the salary for a maximum
of 730 days. Employee is exempt from costs.

Family allowances
Entitlement is subject to the Federal Law on Family Allowances (FamZG).
The child allowances are paid for children up to the age of 16.
Education allowances are paid maximum up to the age of 25 if the child is
still studying or doing an apprenticeship.

Allowances for employment level 50% or more
CHF 376.60 per month for the 1st child entitled to an allowance
CHF 243.25 per month for each subsequent child entitled to a child allowance
CHF 274.85 per month for each subsequent child entitled to an education
allowance after the 16th birthday up to the age of 25.

Allowances for employment level below 50%
CHF 200.00 per month for children up to the age of 16.
CHF 250.00 per month for children still in education up to the age of 25.
Depending on the canton of work those allowances may be slightly higher.

AHV/IV/EO
5.275% Salary (old age and invalidity insurance)

ALV 1
1.1% Salary up to CHF 148’200.– (unemployment insurance)
ALV 2
0.5% Salary from CHF 148’201.–

Accident insurance

0.6% Salary for non-work-related accidents.
Opportunity to take out collective additional insurance to supplement mandatory
accident insurance ("UVG").
Part-time employees working less than 8 hours a week are only insured for work-related
accidents, including those occurring on the way to/from the workplace.

Pension scheme

Pension with the Federal Pension Fund Publica (ETH Company pension plan).
Employee’s premium contribution in % of the insured salary (annual salary minus
coordination deduction; pro rata for part-time employees).

Age group | Standard plan (up to function level 9) | Executive plan I (function level 10 to 12)
---|---|---
| regular contributions | regular contributions |
| insured person 36% | employer 64% | insured person 36% | employer 64% |
| 22–34 | 5.35% | 9.40% | 5.35% | 9.40% |
| 35–44 | 6.60% | 11.65% | 6.60% | 11.65% |
| 45–54 | 10.00% | 17.70% | 11.05% | 19.55% |
| 55–65 | 12.70% | 22.55% | 13.70% | 24.40% |

Savings contribution and a risk premium of 0.55% (insured person) resp. 0.95%
(employer) are included in the regular contributions.

Additional benefits

Training
Individual employee development assisted and supported by Empa
Reduced language courses at all locations
Events at Empa-Academy

Rail cards „SBB“
Half-fare travel card: free of charge
Swiss network travel card: discount of the “General-Abonnement”
employment level at least 50%; in employment for at least 12 months

Staff restaurant
Subsidised prices in Dübendorf

Mobile Contract
Attractive conditions for mobile phone users (Corporate Mobile Network)

Car parking
Car parking subject to charges

Savings account
Special conditions with the Federal Employees’ Savings Bank;
in employment for at least 3 years

Library
A wide variety of online databases, electronic and printed journals and books
are available, www.lib4ri.ch

Car rental
Special conditions for car rental with Europcar

Sports
Academic sport association Zurich ASVZ, www.asvz.ch
Internal sport groups

Children’s day-care
St. Gallen and Thun: reserved places