



### Our expert

This training programme is coordinated and delivered under the supervision of [Philippe Schmit](#).



### Target

People in charge of Human Resources.



### Duration

2 hours



### Languages

(multiple available)  
English, French, German



### Contact us

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# Required tasks within the employment relationship

## Objectives

At the end of the learning session you will be able to:

- Apprehend and apply the remuneration and working time aspects of the employment relationship
- Manage the different absences of the employees
- Act upon illness of an employee

## Content

The session will cover the following content:

- Remuneration
- Working time
- Rest periods
- Holidays / public holidays
- Illness of an employee
- Other absences from work (eg. maternity and parental leave, leave for family reasons, extraordinary leave for personal reasons (such as wedding's leave, leave for a moving))