

Purpose

Jungbunzlauer is committed to fostering a culture of growth and opportunity, where employees feel valued and empowered to reach their full potential. By aligning individual career aspirations with organisational goals, the Career Management Policy will play a key role in ensuring the continued success of the company and our workforce.

Scope

This policy applies to everyone engaged or employed permanently by any company of the Jungbunzlauer Group.

Commitments

At Jungbunzlauer we have four main commitments to the career management of our employees:

1. Encourage career growth and development
 - Provide employees with the tools, resources, and opportunities to grow professionally within the organisation.
 - Foster a learning culture where continuous improvement, skill enhancement, and career advancement are prioritised.
2. Enhance employee engagement and retention
 - Improve job satisfaction and employee retention by offering career development pathways.
 - Promote internal mobility and continue to encourage long-term commitment to the company.
3. Align employee goals with company objectives
 - Ensure that employees' individual career aspirations are aligned with the company's strategic goals, nurturing a workforce capable of delivering organisational success.
 - Encourage cross-functional development to build a versatile workforce capable of adapting to industry changes.
4. Support diversity, equity and inclusion
 - Ensure career advancement opportunities are equitably accessible to all employees, irrespective of gender, age, ethnicity, or background.
 - Promote diversity at all levels of the company, especially in leadership roles.

Principles

Employees are expected to take ownership of their career development by seeking feedback, pursuing relevant development opportunities, and setting clear career goals in collaboration with their managers.

Managers are responsible for guiding employees through their career development process, identifying opportunities for growth, providing feedback, and ensuring career discussions are part of regular performance reviews.

Objectives and targets – 2030

- Employee satisfaction and retention: achieve a 90%+ employee satisfaction rate in annual surveys, focusing on career development opportunities.
- Focusing on our employees' development: ensure that all employees have the opportunity to participate in at least 1 professional development activity each year, for example, workshops, courses, certifications, on-the-job learning.
- Talent mobility: facilitate internal mobility by ensuring that at least 20% of positions filled annually at a senior level are from within the company, either through promotions or lateral moves across departments.

Responsibilities and review

The Human Resources (HR) function will regularly monitor the implementation of the Career Management Policy through employee feedback, career progression tracking, and employee retention metrics.

Feedback will be gathered from employees regarding the effectiveness of career development programmes, and adjustments will be made as necessary.

This policy has been approved by the Executive Committee of the Jungbunzlauer Group and is subject to a regular review at least every two years.

Reference

This policy should be read in conjunction with the following documents of the Jungbunzlauer Group:

- Code of Conduct
- Diversity, Equity and Inclusion Policy