



**YOUR BEST SUPPORT FOR BUSINESS EXPANSION TO EASTERN AND CENTRAL EUROPE.
WE ARE HERE TO HELP YOU WITH LEGAL AND ADMINISTRATIVE PROCESSES ON IMMIGRATION AND
EMPLOYMENT, AND TO LET YOU TO FOCUS ON YOUR PRIMARY ACTIVITY**

www.ybs-int.com

OUR MISSION



Our mission is to eliminate borders and make working relations between the employer and employee comfortable anywhere in the world.

**FEEL THE BENEFITS
FROM OUR ADVANCED
SOLUTION:**

WHY YBS?

Our exceptional team of highly experienced professionals is committed to delivering services that exceed our clients' expectations. With 15 years of outstanding industry experience, we possess a deep understanding of the intricacies and nuances of our field. This enables us to consider and address every client's specific needs, providing them with unparalleled solutions of the highest level.

WE UNDERTAKE TO FACILITATE YOUR EXPANSION BY:

- providing fully transparent solutions;
- saving your time and resources;
- eliminating HR and payroll compliance risks;
- providing ultimate expertise at top reliability level standing head and shoulders above competitors;
- providing timely and comprehensive reports.

EXCELLENT CUSTOMER SUPPORT



COST-EFFECTIVE



TIME EFFICIENT



100% COMPLIANT



**TAILORED AS PER YOUR
BUSINESS NEEDS**



OUR VALUES

CLIENTS SERVICE RATE AND QUALITY

We put our Clients satisfaction first

FLEXIBILITY

We always put our Clients needs at top priority. We are there to listen and ho hear you!

TRANSPARENCY

We provide fully transparent solutions for you

EXPERT APPROACH

We apply the highest standards and professional ethics in our work

RESPONSIBILITY

We are as highly qualified experts in our field committed to be fully responsible towards our Clients

RESPONSIVENESS

We commit to provide responses to all your enquiries and requests within 24 hours





OUR SERVICES

EMPLOYMENT OF RECORD

By leveraging our Employment Solution, we facilitate and empower businesses that lack a formal legal entity within select countries to seamlessly engage in the process of engagement and compensation for their valuable employees. This dynamic service allows these companies to not only hire but also efficiently handle payroll matters for their workforce, ensuring compliance with local regulations and achieving operational efficiency, ultimately contributing to their overall success in these regions.



EMPLOYMENT IMMIGRATION SUPPORT

Our Immigration Support is designed to assist your company in seamlessly maneuvering through the intricacies of the immigration process. We provide expert consulting to address your specific mobility requirements, oversee the acquisition of all essential authorizations, and ensure continuous adherence to compliance standards. With our dedicated support and all-encompassing services, we enable your organization to effortlessly relocate its valuable talent, making the process as smooth and efficient as possible.



**ONBOARDING PROCESS
INITIATION**



ONBOARDING CALL



**COLLECTING ALL REQUIRED
DOCUMENTS AND DATA**



CONTRACT DRAFTING



**APPROVAL OF THE CONTRACT
BY THE CLIENT AND EMPLOYEE**



**REGISTRATION WITH
STATUTORY BODIES** (IF APPLICABLE)



**MEETING WITH THE EMPLOYEE
AND CONTRACT SIGNING**



**ONBOARDING PROCESS
SUCCESSFULLY FINISHED**

EMPLOYMENT PROCEDURE

HOW OUR COOPERATION WILL LOOK LIKE

Project setup

- Define roles & responsibilities
- Approve cooperation schedule
- Kick-off with the employee
- Collect data and documents
- Sign agreements
(service and employment)

Project ongoing stage

- Get the inputs
- Issue invoice
- Receive the funds
- Pay salary to the employee
- File statutory returns





EMPLOYMENT OF RECORD SOLUTION



When a foreign company expresses an interest in expansion of business operations to other countries, they typically aim to minimize risks and initiate their market entry with a modest investment. Through the strategic approach of outsourcing payroll and employment obligations to an employer of record, in addition to handling administrative aspects such as securing visas for overseas staff, organizations can concentrate on their core business activities in Europe without the burden of managing intricate details and the potential accumulation of legal liabilities



This solution is advised to any foreign company planning to start or expand business activity in Europe, while keeping low risk and small investments in their market entry

SERVICE FEATURES:

Labourcontract

Monthly payroll and HR
administration

Immigration support of worker
and dependents

Personnel tax compliance

Statutory benefits compliance

Medical insurance

Expense claim

Benefits & bonus Accruals



EMPLOYMENT IMMIGRATION SUPPORT



Global expansion process goes hand in hand with relocation of the best and most promising staff. Indeed, relocation can be a daunting task. Identifying visa requirements by country and understanding employment law, local rules and regulations, application processes and the like can quickly become difficult and stressful for all the parties involved. Our aim is to enable people and companies worldwide to work in new places. Our experts own a unique skill set of immigration knowledge that is not available inside most businesses. They will help you to understand the requirements and list of documents needed for your employees and their dependents. Let us handle the complex and country-specific employment administration, while you will focus on the substantive business activity and employee performance.

We are ready to help our Clients to get over employment requirements for expatriates in the countries of our scope, including the following areas:

- Business visas, work visas, spouse and dependent visas;
- Immigration compliance based on local legislation, rules and practices (work permits, residence permits, etc.)



Expanding multinational companies can be really challenging. Using YBS immigration support services you can be assured that employees will be fully compliant with local laws and pursue their assignments without any delays or obstacles.

IMMIGRATION PROCESS

EVERYONE IS

WELCOME

Step 1

WORKING VISA OBTAINING:

Collecting all the data and documents required;

Preparation of the invitation letter;

Making visa payment and application to state authorities;

Step 2

WORK PERMIT OBTAINING:

Contact with the employee to receive all the data and documents required;

Drafting employment contract;

Approval of the contract by the Client and sending it to the employee for signing;

Making all statutory payments and application to state authorities.

Step 3

TEMPORARY RESIDENCE PERMIT (TRP) OBTAINING (IF APPLICABLE):

Collecting all the data and documents required;

Making all statutory payments and application to state authorities.





YBS COVERAGE



To expand your business into new territories, it's crucial to have a dependable partner well-versed in market regulations and legal nuances. We offer expert and transparent assistance in regions where we have established expertise in employment and labor migration. You select a country aligning with your commercial interests, and we take charge of all HR and payroll matters, leveraging our in-depth understanding of local labor laws

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- Albania
 - Armenia
 - Azerbaijan
 - Bosnia and Herzegovina
 - Bulgaria
 - Croatia
 - Cyprus
 - Czech Republic
 - Estonia
 - France
 - Georgia
 - Germany
 - Greece
 - Hungary
 - Ireland
 - Kazakhstan
 - Kosovo
 - Kyrgyzstan
 - Latvia
 - Lithuania
 - Macedonia
 - Malta
 - Moldova
 - Montenegro
 - Netherlands
 - Romania
 - Serbia
 - Slovakia
 - Slovenia
 - Spain
 - Tajikistan
 - Turkmenistan
 - Turkey
 - UAE
 - Ukraine
 - Uzbekistan



UKRAINE | ESTONIA | LITHUANIA | SLOVENIA
BULGARIA | MOLDOVA | GEORGIA | KAZAKHSTAN



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