

# A next step in your career? A new challenge? You'll find it at bol.com!

How about a change of scenery within bol.com? If you've seen an internal job opening that makes your blue heart beat, we'd love for you to apply. Actually, as a bol.com candidate, we even give you an edge in the application process.

How so? All our vacancies go live on our internal job page 10 days before they are published externally. Haven't found the right vacancy yet? Sign up for a job alert!

## How to apply

1. Log in on careers.bol.com and find all the jobs published.
2. Have you seen a vacancy that gets you excited? First, make sure to notify your current manager. Then, apply via the internal job site.
3. Depending on the position (scale/department) you apply for, you will have 1-2 interview(s) and if applicable a case study. Your recruiter colleague will discuss the process with you at the start.

## Yes, you have the job!

Congratulations on this new challenge. Once your former and new manager have agreed on your new start date, you're good to go!



## **Important to know**

- 1.** In most cases, we simply follow the procedure above, unless it is a special situation. For example, if you are an intern and want to apply for a permanent position within bol.com. If you're not sure about how the process looks in your situation, your manager will help you.
- 2.** We are always looking for the best suitable candidates for the vacancy. For equal qualifications, you as an internal candidate have priority over external candidates.
- 3.** Since you already completed the HROrganizer Assessment when joining bol.com, you don't need to do it again for an internal move. Less admin is always a win!
- 4.** In case of a horizontal step (you stay on the same scale), you usually don't get a salary increase. In some situations, though, a small salary change is still possible. It depends on the role and is limited to a 2.5% increase.
- 5.** In case of a promotion (you move up a scale), you can get a salary increase of up to 5%. This raise can be higher if the new scale is not reached or lower if the promotion involves new secondary employment conditions (e.g. higher bonus or lease car).

## **Any questions?**

For more information about the internal application procedure, get in touch with the recruitment department via [recruitment@bol.com](mailto:recruitment@bol.com).