

# Pad - Saisie de notes collaborative

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Dear Mr. Helger

We heard about the creation of an Europe's Top 100 Employers and we would like to apply for it.

Indeed, to take part in this top could be a springboard for us and help to be better known. We think that we correspond to the criteria.

Our company's name is Guia do mundo, which means « world's guide » in portuguese. Our founder, Pablo Guechava comes from Brazil. He came in France in 1980 for his studies. Four years later, Guia do Mundo was born. Guia do Mundo is a tourist agency which proposes guided tours, cross-country rides.

Our headquarters are based in Lyon (France) however we are present all around the world in 13 countries (USA, Thailand, Swiss, Brazil etc.) At least we have 226 employees including the management staff.

Concerning the physical workplace our agencies are endowed with onsite cafeteria with healthy menus and fresh fruit weekly, self-serve kitchen, comfortable sofas, television, free Wifi access, car and bicycle parking.

There is a suggestion box in each office and once a year, in december, Guia do Mundo's employees gather for a great reunion to give an update on the situation, to brainstorm, exchange and participate to recreational activities (Olympiads for example).

There is no workplace dress code but we give an amount to each guide for the equipment costs (clothes, shoes, frontal lamp, compass...) On top, we offer investment bonus to reward the most participating member.

The company hires local population ; we don't force anyone to move except the volunteers. Training programmes are proposed.

We offer family-friendly benefits : in each agency there is a child day-care centre to allow parents to work relaxed. Our employees have a family coverage, a vacation allowance (maximum of 6 weeks), parental top-up payments (to 90% of salary for 50 weeks), 4 days-off during Christmas period to New Year's Day. The agency also gives price cuts for holidays rentals and plane tickets.

We get involved in an environmental policy. Our buildings includes solar energy.

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