

Not just a job

Working at IKEA shouldn't just be about having a 'job'; it's about having a great life at the same time! We want to make sure that you as a co-worker can enhance your life both at work and at home by providing access to a great range of benefits. For full details of our benefits, please see your friendly Human Resource department.

THE NEEDS OF YOUR FAMILY

We know that spending time with your family is important to you, and we want to make sure you're working with the needs of your loved ones.

• **Paid parental leave** - In addition to your legislative rights, paid parental leave is offered to all permanent co-workers with a minimum of one year's service. IKEA offers 6 weeks maternity leave after 12 months service and 8 weeks maternity leave after 24 months service at full pay and one week paid paternity leave.

• **First day of school leave** - We understand that commencing school for the first time is an important milestone for both you and your child; therefore we give all permanent co-workers one day paid leave for this purpose - irrespective of your length of service.

• **Flexible working arrangements** - By working together to balance the needs of our customers, the business and our co-workers, we assist our co-workers in creating a healthy work/life balance. Flexible working arrangement can include part-time work, job sharing, condensed hours and much, much more.

YOUR FINANCIAL FUTURE

• **Superannuation** - From day one with IKEA you have access to a great superannuation scheme which has low annual fees and many investment options available. The benefit does not stop there as your family members can also contribute into the IKEA Superannuation Fund and take advantage of the low fees!

TIME OFF

We know there are times when you wish to take time off for recreation, holiday or other responsibilities. In addition to your entitlement to **annual leave** and **personal leave**, we offer other leave options which includes:

- **Co-worker Day leave** - All permanent co-workers with at least 12 months continuous service are entitled to 1 paid day off per year.
- **Blood donor's leave** - Up to 4 hours paid leave every quarter.
- **Career break** - Up to 6 months extended unpaid leave, linked to personal development (studies, training etc.), may be taken as an extension of the standard leave days.
- **Volunteer leave** - You are entitled to be absent from work for the purpose of performing volunteer service work in times of emergency, crisis or disaster.
- **Wellness day** - Permanent co-workers are entitled to access 1 of the personal leave days per year to use as wellness days.

GROW WITH IKEA

- **Education Assistance** - If applicable, you may be entitled to Education Assistance, which means we will reimburse an agreed amount of the cost of education fees, including course fees and approved text books, on the successful completion of each unit/course module/course.
- **Study leave** - We offer two days paid study leave per calendar year for the purposes of exam preparation, exam attendance or assignment completion. Extended unpaid leave of up to two weeks may be taken for the same purpose.
- **Learning & Development** - At IKEA we encourage and support you to work towards achieving your potential and to succeed in your role. We have a Learning & Development pathway from induction onwards that will enhance your understanding of the business as a whole.



YEARLY EVENTS

We have an active social calendar with many events throughout the year to bring everyone together, reward success and have some fun.

• Main store events throughout the year:

- Co-worker Christmas Party
- Co-workers' Childrens' Christmas Party
- Catalogue Launch
- Other co-worker parties

• **End of year present** - You will receive an end of year present as a thank you for your contribution throughout the year.

GET REWARDED

If you believe someone you know would be a great addition to IKEA, we encourage you to refer that person onto the recruiting manager.

If a vacancy is filled by the person you refer, you will be rewarded once the new co-worker has successfully completed his/her's probationary period. When the new co-worker has completed 12 months continuous service, you will receive a second voucher of the same value.

You will be rewarded:

Casual co-worker	- \$50 to spend in store
Part-time co-worker	- \$75 to spend in store
Full-time co-worker	- \$100 to spend in store
Manager	- \$200 to spend in store
Senior manager	- \$500 to spend in store

THE CO-WORKER RESTAURANT

Enjoy your meals in our co-worker restaurant. IKEA subsidises all meals served in the co-worker restaurant and provides **free tea, coffee, soft drinks** and **fresh fruit**. The co-worker restaurant offer a daily lunch alternative including a healthy salad bar and a vegetarian choice.



WE'D LOVE IT IF YOU WOULD STAY WITH US



If you do stay, we want to celebrate your time with us! In recognition of the experience, expertise and commitment you have displayed we offer long term service award to all co-workers.

Long term service award:

- 5 years service - \$500 to spend in store
- 10 years service - \$1000 to spend in store
- 15 years service - \$1500 Travel voucher
- 20 years service - \$3000 Travel voucher
- 25 years service - \$5000 Contribution into your super fund

ALWAYS SOMEONE THERE



At IKEA, you will always have your team, fellow co-workers and manager to support you with work and personal related matters. In addition, IKEA offer you the *IKEA Employee Assistance Programme*.

- **The IKEA Employee Assistance Programme** is a confidential free counselling service for you and your family, offering access to advice, information and face-to-face counselling. Experienced consultants provide free advice on a variety of issues including legal, tax, financial, marital/family and work/career matters.

THERE'S MORE...

- **Wellbeing** - Access to subsidised flu jabs, seminars, financial advice and more.
- **Uniform** - Full uniform and safety footwear is provided free of charge.
- **Car Parking** - Free and convenient car parking is provided (exceptions may occur).
- **Discount** - You receive 15% discount on IKEA products (excluding sales items, gift cards and As-Is).
- **Gym membership** - Favorable gym membership at Jetts Fitness Innaloo.



A better everyday life for you at work and at home.

Feedback? We'd love to hear it!

If you have any feedback or suggestions about how we can make our benefits package even better, please let us know!

All workplace benefits are conditional and may be subject to company performance, employment status or length of service eligibility. Any arrangement of benefits are to be agreed by the HR Manager.

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Love your job, work at IKEA

Our benefits package



"Together, we are committed to creating a better everyday life for you at work and at home by offering the opportunity to unleash your potential and realise your dreams."

HR Idea

