



Dear Staff Member,

Re: Signing a letter of appointment and information for a new staff member

Following the letter hereby attached regarding your appointment, I would like to emphasize that the appointment letter will take effect when you sign the copy attached thereof and deliver it to the Office for Academic Staff.

The signed appointment letter may be forwarded by e-mail to Ms. Daniel Levy:

ldaniell@technion.ac.il.

After signing the appointment letter, I would appreciate if you made sure to e-mail the following items:

1. A Word page that includes:
3-4 lines that will summarize place and year of receiving the degrees, place and postdoctoral period, as well as notes on prizes, special excellences, etc.
4-5 lines on research interests, special achievements and areas of interest.
The above should be in both Hebrew and English.
A suitable Word file is available on the website of the Office for Academic Staff under Senior Academic Staff, New Staff tab. You can also review the examples - New Staff Members.
2. A jpg digital passport image is attached to the e-mail.

This summary will be published on/or will serve as the basis for publication in a brochure that will be distributed to intra-Technion entities, including the Business Unit.

Information for a new staff member, including a guide for new staff members, is available on the website of the Office for Academic Staff at the following link: <https://bit.ly/2wCRpgd> .

In addition, I would like to refer you to the academic regulations, and other regulations and procedures, which are available on the website; hereunder is a link: <https://bit.ly/2GeAzns> .

Kind Regards,

A handwritten signature in blue ink, appearing to be 'Vardit'.

Vardit Raz-Toledano, Adv.

Head Office for Academic Staff

Wages, transition and absorption basket for new faculty members at the Technion

The information below provides a general description of the information related to the wages and the transition and absorption basket at the Technion. Clarifications and additional details can be obtained from Liat Meinzer, Head of the Department of Academic Staff in the Human Resources Division, telephone number +972(4)-8292733, email liatm@technion.ac.il

Wages: The wages of faculty members are determined in a collective agreement (between the Coordinating Council of Senior Faculty Organizations and the Managements of the various Universities) with the approval of the Remuneration Commissioner in the Ministry of Finance under the supervision of the Planning and Budgeting Committee, and they are uniform throughout the entire country.

Liat Meinzer will be able to provide you with an example of your expected pay slip (based on an annual average). Once you start your employment period, you must contact her in order to fill out forms and update your personal details, in order for your salary to be paid to you. A passport photo must be provided for the purpose of preparing a faculty member card; you can send an image in a JPG file format to the email address that was provided above.

Transition basket: covers the expenses of the transition to Israel.

- A. Assistance in the payment for the shipping of cargo to Israel according to the following details:
 - From the US West Coast, Australia, South America – up to \$ 2,600.
 - From the US East Coast – up to \$ 2,000.
 - From Europe – up to \$ 1,650.
 - For new faculty members arriving from Israel – up to NIS 2,500.
- B. Coverage of the cost of flight tickets to Israel of the faculty member, their spouse and their children up to the age of 18 who are considered to be the dependents thereof, in economy class.

It is possible to receive an advance of 60% on these expenses, prior to the commencement of the work period at the Technion and after the faculty member and 2 guarantors have signed the assistance contract.

A faculty member who leaves the Technion prior to completing a 5-year service period will be required to return the proportionate share of the value of the benefits they received, depending on their actual period of service (20% for each year of employment).

Absorption basket: the overall ceiling of the value of the assistance during the period of the first 12 years of service of the faculty member shall not exceed NIS 261,889 (linked to the July 2021 index). The faculty member will be able to utilize a maximum of 1/12 of this amount each year for 12 years or 1/6 of this amount in each of the first

6 years of their service. In the case of a 1/6 utilization, a faculty member who leaves the Technion before completing a 12-year service period will be required to return the proportionate share of the value of the benefits they received, depending on their actual period of service. This assistance is intended for the following purposes:

- A. Supplement of transition expenses: Supplement of costs of shipment of cargo from abroad or in Israel beyond the transition basket.
- B. Accommodation related assistance
 - 1. Assistance with rental fees / mortgage loan repayments. Total assistance under this section will be provided up to the amount of NIS 3,000 per month.
 - 2. Assistance with expenses related to the purchase of an apartment / house (such as legal advice and realtor fees) as well as moving expenses to the new residence.
- C. Absorption expenses in Israel
 - 1. Vehicle: Reimbursement of licensing expenses and payment of compulsory and comprehensive insurance for one vehicle.
Assistance with expenses related to the purchase of a vehicle: Participation in the repayment of a loan for a purchase through a leasing company and/or a repayment for a bank loan for the purpose of purchasing the vehicle and/or a repayment for a payment arrangement for the purpose of purchasing a vehicle directly from the importer. Assistance under this section will be provided up to the amount of NIS 3,000 per month.
 - 2. Assistance in payments for health insurance to the faculty member and to their family members.
 - 3. Assistance in payments for day care centers / preschools / schools (including after school programs and summer camps).

All payments that will be made to the faculty member as detailed above will be based on actual expenses against receipts according to the Technion procedures.

The faculty member will bear all the taxes that may apply to the transition basket and to the absorption basket.