



AlpinTrend

«Erwarten Sie mehr»

# New in Switzerland

**All you need to know**

# WELCOME TO SWITZERLAND

Dear employee

We have briefly summarised everything you need to know about working in Switzerland.

## JOURNEY TO LENZERHEIDE

Our AlpinTrend establishments are located in the heart of the Lenzerheide holiday region and can be reached comfortably by bus (Postauto) from Chur in a maximum of a maximum of 30 minutes.

The journey by train from Zurich Airport to Chur takes around 2 hours.

Travelling by car: In winter, a **car with all-wheel drive is a must in the mountains**. Otherwise be sure to bring suitable snow chains for your car.

## RESIDENCE PERMIT

We will apply for your work and residence permit at the respective municipality. **You must be in possession of a valid travel document (ID/passport) and a current passport photo**. The costs are approximately CHF 100.00.

Links and information: [Infos zur Arbeitsbewilligung in Graubünden](#)  
[Infos zum Reisedokument](#)

## BANKS

If you have a residence permit, you can open a Swiss bank account. **Salaries can only be paid into a Swiss bank account**. In the village of Lenzerheide there are several banks to choose from to open an account.

Links and information: [Kontoeröffnung Graubündner Kantonalbank](#)  
[Kontoeröffnung PostFinance](#)  
[Kontoeröffnung Raiffeisen](#)

## INSURANCE SICKNESS & ACCIDENT

Employees of AlpinTrend AG are insured against accidents through their company.

The monthly costs are deducted directly from your salary. The AlpinTrend personnel department will take care of the registration.

**Health insurance is compulsory in Switzerland. Health insurance abroad is not valid.** Swiss health insurance must be taken out.

**Every employee with a temporary employment contract (seasonal contract) will be insured with ÖKK through his/her AlpinTrend company.**

This applies if they do not take out Swiss health insurance themselves. The monthly costs are deducted directly from the salary. The AlpinTrend personnel department takes care of the registration.

Links and information: [Versicherungen  
Krankenversicherung für Ausländer](#)

## SOURCE TAX

Foreign employees pay withholding tax in Switzerland. This tax is deducted directly from the salary. The amount depends on various factors (gross salary, single, married, denomination, place of residence, etc.).

Links and information: [Quellensteuer](#)

## EMPLOYEE ACCOMMODATION

AlpinTrend AG employees are provided with staff accommodation. Allocation is made by Valcasa Immobilien AG, Voa Principala 35A, 7078 Lenzerheide. All rights & duties are regulated in a separate contract with Terms & Conditions and house rules as well as the protocol for the hand-over and return.

The accommodation is located in the immediate vicinity of the place of work and can be easily reached on foot, by bus or by car. It is recommended that every tenant takes out private liability insurance (for rental damage).

The accommodation is furnished and equipped with W-LAN. The costs per month are between CHF 400.00 - CHF 1000.00 per room/studio per person.

## **SWISS GERMAN FOR BEGINNERS**

The municipality of Vaz/Obervaz (Lenzerheide) regularly offers German courses. The costs are covered by the company, depending on the case.

Links and information: [Schweizerdeutsch für Anfänger](#)

## **THE COLLECTIVE LABOUR AGREEMENT IN SWISS HOSPITALITY INDUSTRY (L-GAV)**

The L-GAV is good for everyone. It defines rights and obligations and thus clear rules for employees and companies.

Links and information: [L-GAV](#)

## **WORKING TIMES**

We have a 43.5 hour week and work a 5 day week, at least 8.7 hours per day. At least 1 day of rest must be granted per week.

## **HOLIDAYS AND PUBLIC HOLIDAYS**

Holiday entitlement is 5 weeks per year (35 calendar days per year / 2.92 per month). The holiday entitlement is 6 paid public holidays per calendar year (0.5 days per month, including bank holidays).

# WAGES IN SWITZERLAND

The wages in the catering and hotel industry are based on the minimum wages according to the L-GAV. Wages are paid into a Swiss postal or bank account no later than the 6th of the following month. No salary payments will be transferred to foreign accounts or paid in cash.

\* Calculation examples (without guarantee, subject to change):

Text	Percent	From	Allowance	Deduction	Total
<b>Fixed wage</b>	0.00	0.00	<b>3582.00</b>	0.00	0.00
13th month's wage	8.33	3582.00	298.40	0.00	0.00
<b>Gross salary</b>	0.00	0.00	0.00	0.00	<b>3880.40</b>
AHV/IV/EO	5.30	3880.40	0.00	205.65	0.00
ALV	1.10	3880.40	0.00	42.70	0.00
Health insurance	0.00	0.00	0.00	320.00	0.00
Sick pay insurance	0.46	3880.40	0.00	17.85	0.00
Accident insurance	1.22	3880.40	0.00	47.35	0.00
Occupational pensions	7.00	1667.80	0.00	170.00	0.00
Withholding tax	5.85	3880.40	0.00	227.00	0.00
Beverage	0.00	0.00	0.00	85.00	0.00
Food	0.00	0.00	0.00	215.00	0.00
Room	0.00	0.00	0.00	700.00	0.00
<b>Net wage</b>	0.00	0.00	0.00	0.00	<b>1849.85</b>

## CONTACT DETAILS HUMAN RESOURCES DEPARTMENT

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HR Generalist Payroll & Administration | Klaudia Prachar |  
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# Welcome to our AlpinTrend family!



@alpintrend



[www.alpintrend.ch](http://www.alpintrend.ch)

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Not there yet? TOGETHER WE GO FAR !  
Weloverarosalenzerheide is the community of the edgy and new Aro-saLenzerheide and consists of innovative businesses and fans of the destination. Be a part of us and experience ArosaLenzerheide through our eyes!