

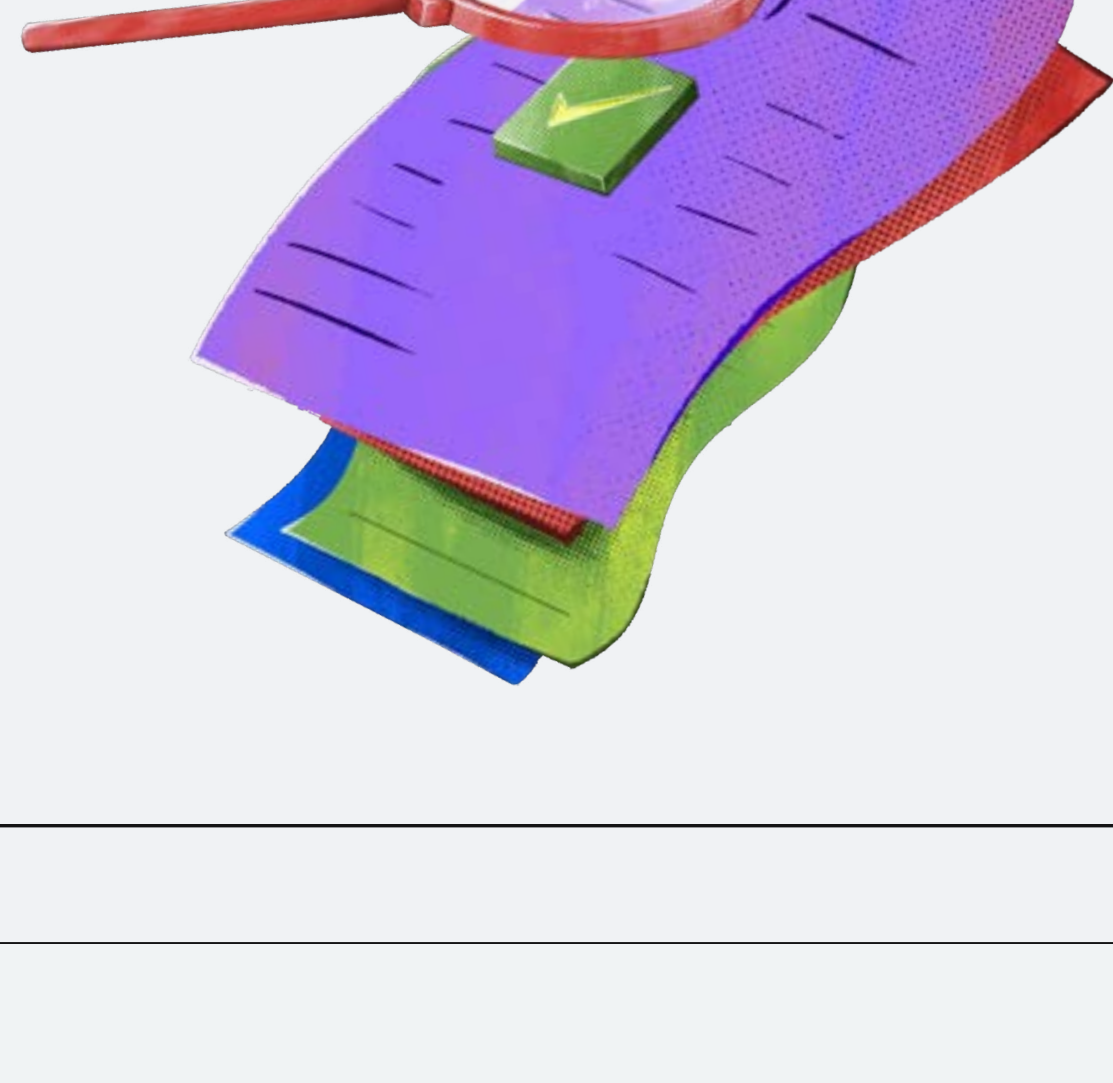
Your checklist for hiring international employees

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YOUR CHECKLIST

Want to hire someone in another country, but not sure where to begin?

In this helpful checklist, we'll show you all the steps you need to follow. Some of them may look complex or overwhelming, but with the right support and guidance, hiring the perfect candidate can be a quick and painless process.



HERE'S WHAT YOU NEED TO DO:

01

Get your company global ready

- Start implementing an [asynchronous work culture](#) (to get started, take our [free masterclass](#)). Communicate in public channels and document everything.
- Default to Universal Coordinated Time (UTC) to simplify scheduling across time zones.
- Record and share meetings for anyone who cannot attend them. Top tip: use AI to transcribe and summarize meetings.
- Start to measure employee performance on tangible output — not "busy" work, or hours logged.

Lay the legal groundwork to hire across borders.

- If you want to start hiring right away, use an [employer of record \(EOR\)](#) service. EORs act as the legal employer in your hire's country, and handle compliance and HR. They are also highly flexible and scalable.
- Alternatively, you can begin the process of opening your own legal entity in another country. Note that this process can be costly and time-consuming, so you may still want to [work with an EOR](#) in the interim. It's also less flexible and scalable.

Understand the laws and regulations of the countries you want to hire in.

- Every country has its own tax and employment laws — and they often change. To comply with them and avoid penalties, you will need to find and partner with multiple local third parties. Alternatively, you can work with an all-in-one global HR partner like Remote, which [automates compliance](#) and has its own local, in-house experts across the globe.
- Before you choose a hiring location, use Remote's [Country Explorer](#) (or [US State Explorer](#) for the US) as a starting point.



Create a global compensation strategy.

- Different countries have vastly different living costs and salary expectations, and you need to accommodate this while remaining competitive. With your finance and HR teams, [build out a global compensation strategy](#).
- This strategy should cover how you're going to [calculate localized pay rates, which benefits](#) you'll need to offer, and how you're going to [manage it all](#).
- To give you an idea of potential employment costs in each country, use Remote's free [Employee Cost Calculator](#).

Decide whether you want to hire employees, contractors, or both.

- If you want to test the waters in a new market, hiring an independent contractor can be a good idea. However, make sure you understand [the misclassification risks](#) in their country first. You can also use our free [Misclassification Risk Tool](#) to help determine your risk.

Find the right person for your role.

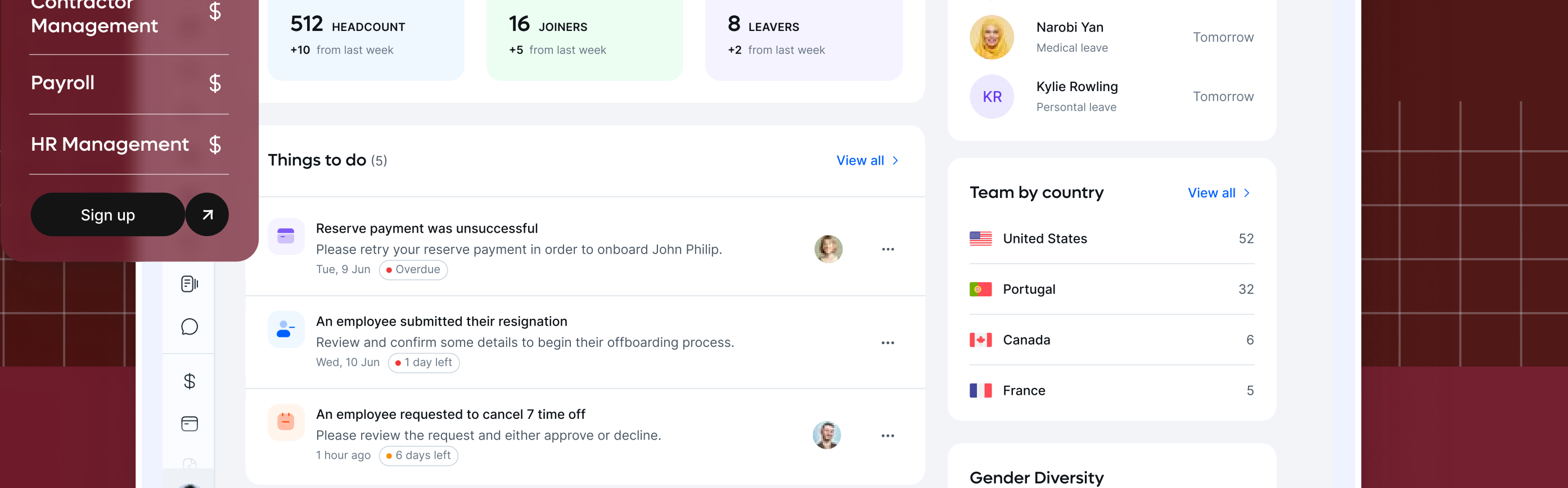
- To find and recruit top talent, post your vacancy on [remote-specific](#) and region-specific job boards, and leverage your existing employee networks. If you're using an EOR, you don't need to restrict your search by location!
- Make the most of the opportunity to hire from such a diverse talent pool. Top tip: some of the best tech talent can be found in [these cost-effective, oft-overlooked labor markets](#).
- Train your recruiters and hiring managers on remote-first interview and recruitment practices. Here's [how we do it at Remote](#).
- Once you've identified the perfect candidate, make a competitive offer in line with your compensation strategy.

Onboard your new hire.

- Before your hire starts, provide clear instructions on what they need to do on their first day, and be on hand to answer any questions. Ensure all relevant accesses have been set up, and that all hardware has been delivered.
- Create an [onboarding checklist](#) and lay out a timeline of milestones.
- Set up video calls in the first week and introduce the hire to their new colleagues. Top tip: as well as a direct manager, appoint a designated "onboarding buddy" who can provide support when needed.
- Encourage the hire to set up informal "coffee chats" and video calls to help build a sense of belonging.
- Constantly check in with your new hire and set up feedback sessions throughout the first six months.

Hire anyone, anywhere with Remote

Remote is the only global HR platform you'll ever need. We make it quick and easy for companies of any size to hire, pay, and manage people, wherever in the world they are based.



WHAT SERVICES DO WE PROVIDE?

Employer of record (EOR)

To hire people in another country, you need to set up your own legal entity there — or use an EOR. Because it's quick, flexible, and scalable, it's an increasingly popular solution for global companies.

Our [EOR service](#) enables us to hire top talent on your behalf, anywhere in the world. As well as onboarding, we fully manage compliance, benefits, payroll, and more, saving you significant amounts of time, resources, and money.

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If we were to coordinate everything in-house, I'd need to hire four more people to manage the entities, local solicitors, tax firms, accountants, payroll and translation services. It would cost upwards of \$500,000 extra per year. Remote takes that burden off of our plate.

LUKE MCKINLAY

VP of Finance



 fountain

Payroll

If you do opt to set up your own legal entity, we can [handle](#) payroll. Our centralized platform makes it quick and easy to pay all your people in one place, wherever in the world they are based.

Our [fully compliant](#) software automates calculations and ensures you're fully compliant with all payroll tax and employment laws in your people's locations, again saving you time, money and resources.

Customized global benefits

Through our EOR service, we can help you handpick and offer [tailored benefits packages](#) that are fully compliant with local laws. Our in-country experts can also provide guidance and support, and help you pick the most culturally relevant supplemental benefits.

Contractor management

With our [Contractor Management](#) platform, you can manage your contractors and their invoices, and make payments in multiple currencies in just one click. We can also [provide indemnity protection](#) against misclassification.

HR management

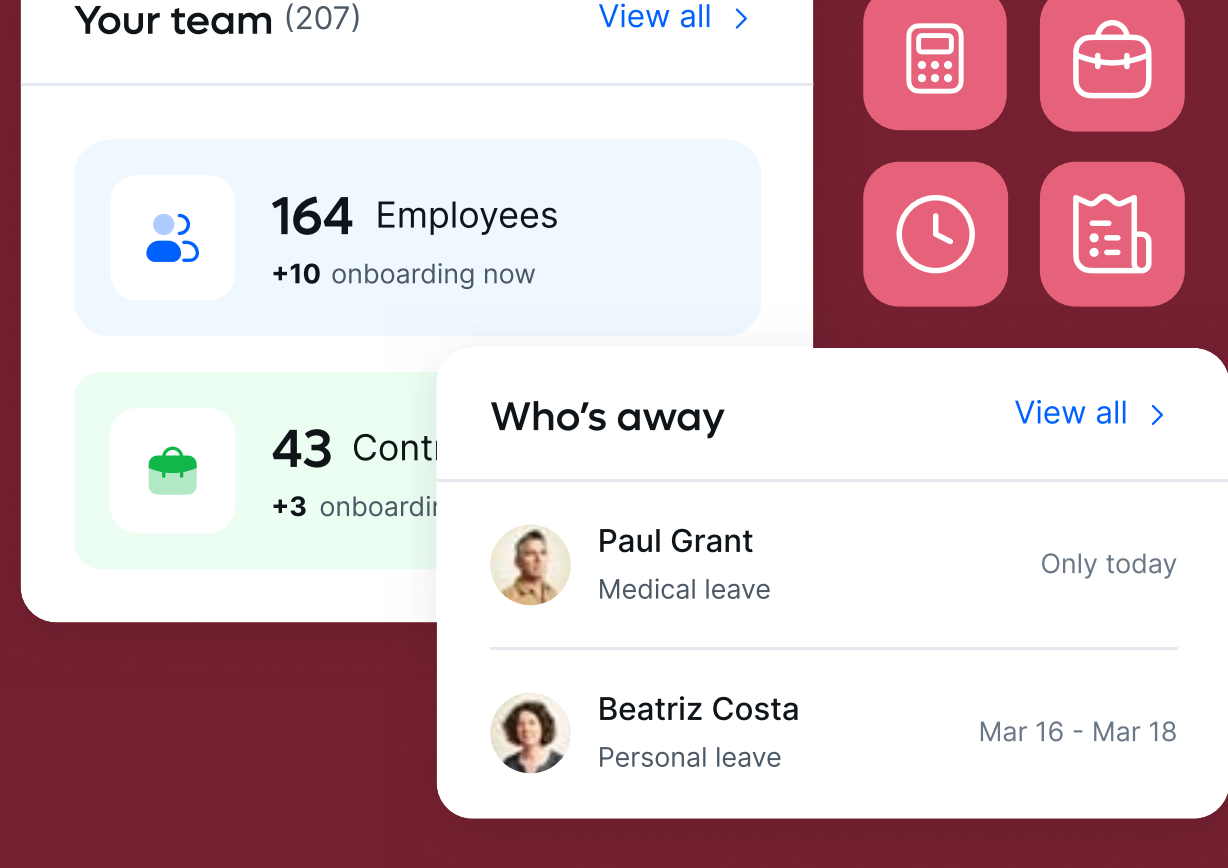
Our [free, secure HRIS platform](#) acts as a single source of truth for all your employee data, making it quick and easy to manage your team at every step of the employee lifecycle. It also enables your people to self-serve basic administrative tasks, such as leave requests, expense reimbursements, and time and attendance tracking, saving you time, money, and resources.

Expert support and guidance

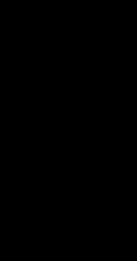
Our local, in-house experts know what they're talking about, and can provide guidance and assistance as you grow your global team. We can also assist you with:

- Equity incentive planning
- Relocations and mobility
- Visa and work permit advice
- Security and data privacy

Our consulting services are intended to provide general information, not specific legal, financial, or tax guidance. Customers should always consult with their legal, accounting, and tax advisors prior to making any business decisions.

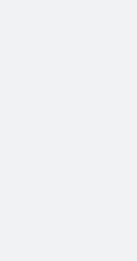


WHAT SETS US APART?



Fully owned infrastructure

Unlike many other EOR providers, we fully own our legal entities in every country where we operate. This means there are [no third parties](#) dealing with your employees, your finances, or your sensitive data.



Security and IP protection

Remote implements industry-leading, enterprise-grade [security measures](#) to protect all your sensitive payroll and HR data. We also [protect your intellectual property](#) (IP) and innovation rights at all times.



No hidden fees

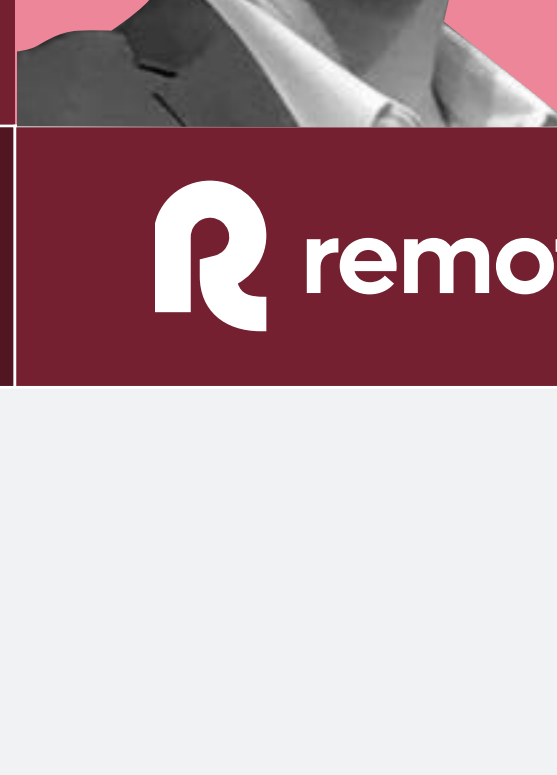
All our fees are transparent and up front, with no hidden percentages, extras, or surprises. As mentioned, we own our own entities, so there are also no third party costs to pass on. [Learn more about Remote's pricing](#).

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At Remote, we're completely transparent about what's up front, which is why we don't charge for implementation. We want to build a relationship with your business and we don't want that to be a barrier to entry.

JONATHAN GOLDSMITH

GM Payroll



 remote

Ready to start hiring?

To start growing your global team, [speak to one of our friendly experts](#) — or click below and see for yourself what Remote has to offer!

[Get started today](#)