

# Conditions of Employment — for PhD Students at PSI

# Welcome to PSI! An overview of the employment conditions for PhD Students at PSI, from working hours to health protection and salary.

## Salary and allowances

### Salary

CHF 52 700.–	1 <sup>st</sup> year p.a.
CHF 56 400.–	2 <sup>nd</sup> year p.a.
CHF 60 100.–	3 <sup>rd</sup> and 4 <sup>th</sup> years p.a.

The annual salary will be paid in 13 instalments. PhD Students joining or leaving PSI during the course of a calendar year will receive a proportional amount of their 13th salary, usually paid in November.

### Family allowances

Children up to the age of 16 (in education up to the age of 25) are entitled to an annual family allowance:

CHF 4 605.60	1 <sup>st</sup> child
CHF 2 940.55	additional child, up to the age of 16
CHF 3 310.80	Each additional child, from the age of 16 and in education

If the degree of employment is below 50%, the allowance is determined in accordance with the Swiss Family Allowance Act (FAA) "Schweizerisches Familienzulagegesetz" (FamZG).

## Salary deductions

### OASI/DI/EO

(Old-Age and Survivors' Insurance "Alters- und Hinterlassenversicherung" (AHV), Disability Insurance "Invalidenversicherung" (IV), fund for loss of earnings "Erwerbersatzordnung" (EO)) 5,3% of gross salary

### UI (Unemployment Insurance)

"Arbeitslosenversicherung" (ALV)  
1,1% of annual gross salary up to CHF 148 200.–

### Non-occupational accident insurance

"Nichtberufsunfallversicherung" (NBU)  
0,44% of annual gross salary up to CHF 148 200.–

### Daily allowance insurance

"Krankentaggeldversicherung" (KTG)  
0,287% of annual gross salary up to CHF 250 000.–

### Swiss Federal Pension Fund PUBLICA

"Pensionskasse" (PK)  
According to the conditions of Publica. The PUBLICA pension scheme may ask for a medical examination and where necessary may insert an exclusion clause for the supplementary parts of the insurance covering death and invalidity.

### (Withholding) tax

"(Quellen)Steuer"  
According to the regulations of the canton of residence.

## Insurance cover

### Accident insurance

"Unfallversicherung"  
As required by law, all employees are insured against occupational accidents and illnesses. This coverage also extends to non-occupational accidents for employees working at least 8 hours per week.

### Collective UVG supplementary insurance

"Kollektive UVG-Zusatzversicherung"  
A supplementary accident insurance exists in addition to the compulsory accident insurance.

### Daily allowance insurance

"Krankentaggeldversicherung"  
During your employment at PSI you are insured for loss of salary caused by illness.

### Health insurance fund

"Krankenkasse"  
The insurance of medical expenses in the event of illness is the responsibility of the employee. We refer to the HIA (Health Insurance Act) "Krankenversicherungsgesetz" (KVG) which applies to all persons (including foreign nationals) residing in Switzerland.

### Continuation of salary

The continuation of payment of the net salary for employees unable to work due to accidents or illness is a maximum of 730 days, or until the contract expires.





In addition to this a comprehensive case management will be offered in collaboration with our insurance providers.

#### **Maternity leave**

Employees on maternity leave are entitled to 4 months of leave paid at full salary.

#### **Paternity leave**

Paternity leave also for registered partnerships and adoption. The leave amounts to 20 days at full salary.

## **Duration of employment**

In accordance with the regulations of the Swiss National Science Foundation "Schweizerischer Nationalfonds" (SNSF), salary payment for the completion of the PhD thesis at PSI is limited to a maximum of 4 years. An employment contract will initially be issued for a duration of 1 year. An extension is subject to various criteria.

## **Working hours**

For full time employees the weekly working time amounts to 41,5 hours (incl. compensation time between Christmas and New Year). The degree of employment of PhD Students at PSI is usually 100%.

The PhD thesis must be completed within the duration of the contract agreed upon and within the framework of the research programme.

#### **Home office**

Working from home is possible up to a maximum of 40% depending on the workload and function.

## **Vacation**

5 weeks/year

## **Trial period**

3 months, extendable to 6 months.

## **Period of notice**

#### **During the trial period**

- Within the first 2 months 7 days
- From the 3<sup>rd</sup> month 1 month to the end of the following month

#### **After the trial period**

Fixed-term employment can only be terminated by mutual agreement after the trial period.

## **Mobility offers**

- Parking facilities for CHF 50.– per month, or a mobility bonus of CHF 300.– per year in the form of Reka Rail Checks if you do not use your car.
- Free Half-Fare Public Transport Pass "Halbtax" (min. 50% degree of employment and duration of employment of more than 6 months).
- Flat-rate contribution to the SBB general travelcard for doctoral students:
  - CHF 500 per year for at least one business trip per week.
  - CHF 1000 per year for more than one business trip per week or completion of the doctoral thesis at an institute outside Basel/Zurich.

## **Fringe benefits**

- Personnel Restaurant, the 'OASE'
- Extensive internal and external educational opportunities
- PhD and Postdoc association; Sports club; Employee's association; Nanolino day nursery
- Career Center:  
<https://www.psi.ch/en/careercenter>

## **Health and safety**

We attach great importance to the health and safety of our employees. Please direct any questions in this regard to your superior.



**Paul Scherrer Institute PSI**  
Human Resources Management  
Forschungsstrasse 111  
5232 Villigen PSI, Switzerland  
Telephone +41 56 310 26 83  
[www.psi.ch](http://www.psi.ch)