

**General information about the company**

Official name

Meaning of the name

**Founding and history of the company**

Date and place of foundation

Founder's name

Key milestones/dates in the history of the company

**Products/production and services**

Specialty and focus

Type of products

Production methods

Type of customers

Export countries

Yes

No

Export countries (name them)

Position/scope of the company  
(local/national/ international market)

***Employees and trainees/interns***

Number of employees		
Number of foreign employees		
Number of apprentices		
Skills/comptences needed		
Possibility of internships		
Types of internships available	Yes	No
Degrees or qualifications required to apply as a trainee		
Placement opportunities for foreign interns	Yes	No
Type of positions available		

Other information



**Working conditions**

working hours / models

Organisation of the working time (full/half/part time)		
Shift work / teamwork	Yes	No
Type		
Social institutions/ Works council	Yes	No
What is provided by the council		
Fringe benefits	Yes	No
Type of benefits/who for		
Measures taken to improve the atmosphere in the work place		

***Specificities***

Sponsorships	Yes	No
Type		
Attitude to employees,customers and environment		
Certificates obtained by the company		
Regional impact		

***Subsidiaries and factories***

Number and sites of factories and subsidiaries		
Factories and subsidiaries in Germany, Norway or Turkey	Yes	None
Germany/Norway/Turkey and where exactly ?		