



Join our relocation team to support our customers on the move!

Do you see yourself as part of a successful and growing Nordic business, where you get the opportunity to develop together with great colleagues? Alfa is looking for a strong communicator with problem-solving skills for our relocation team in Helsinki, Finland.

Are you service-minded beyond the ordinary, a systematic coordinator who likes to take the lead and enjoy working in a multi-cultural environment? Then we look forward to hearing from you!

Job description

As a Mobility Consultant you collaborate with Finnish and international clients and your role is to act as a contact person for both companies/authorities and their employees.

"To work as a Mobility Consultant is to have a job with variety and a lot of joy! It is a great privilege to support families who have made a big decision to move to another country. As a Mobility Consultant, you are an important part of the entire moving process from the beginning in your home country to the arrival in Helsinki when we meet on site. Sometimes the smallest detail can become the most important to the relocating family." says Ilona Ruokoniemi, one of our experienced Mobility Consultants at Alfa.

Our clients face a number of challenges in connection with the move to Finland and professional support is often crucial for a successful stay. Your job is to ensure that they receive the best support and help with, for example:

- Handle different types of applications
- Book appointments with banks
- Register correct information with authorities
- Contact insurance companies
- Contact landlords
- Contact schools
- Inspect homes when moving in and out
- Follow and support when visiting authorities, banks, schools etc.

As a Mobility Consultant, you have a wide contact network and collaborate continuously with various specialists internally at Alfa, clients and their families who move, as well as authorities and other partners.

Who are you?

The person we are looking for has a relevant post-secondary education and preferably some successful experience from a role in service or administration.

You need to thrive in an international work environment and have a high multicultural understanding. Many of our employees have own experience in having lived or studied abroad. Furthermore, you are comfortable with working in various business support systems and have a good administrative ability and a structured way of working.

You are a strong communicator who master English and Finnish at a high level, both verbal and written. It is an advantage if you have other language skills as well. Skills in Swedish or other scandinavian languages can be beneficial in internal communication within Alfa.

As a person, you are confident, positive and get energy from meeting new people. You can easily create and maintain good relationships and act in a responsible and solution-oriented way. You can work independently, but also appreciate the support you can get and give in a team of colleagues with high competence. You have the ability to take the lead and prioritize when necessary, in order to get things done. Great emphasis is placed on personal suitability.

Working hours

Full-time

Contact

Contact Tuomo Lindholm, MD, by email tuomo.lindholm@alfamoving.com for more information.

Apply as soon as possible but no later than **March 10, 2022**.

Interviews will take place on an ongoing basis. Send your CV and personal letter to hr@alfamoving.com

Visit us on www.alfamoving.com or on LinkedIn to learn more!