



## Come and join our team at Alfa!

We are looking for a Destination Consultant for our team in Finland. At Alfa Finland, you will work as part of a small team of 8 people dedicated to providing peace of mind for people on the move in their relocation, immigration and removal processes. At the same time, you will be part of a large international mobility company with operations in the 4 Nordic countries: Sweden, Denmark, Norway and Finland.

### Work duties

The main duties of a Destination Consultant are to consult and assist international experts and their families with their relocation process in Finland. The Destination Consultant manages the service processes independently, but in close cooperation with our relocation and immigration team, clients and their HR. You will be responsible for starting up and seeing cases through to the end.

### Your primary tasks will be to manage and arrange destination services to relocating employees including:

- Pre-Hire Visits
- Home Findings
- Settling-In Services (local reg., bank, tax card etc.)
- Moving-In Reports
- School Search
- Move-Out Services
- Lease Negotiations
- Departure Services

### Required skills

The Destination Consultant should be a social, people-minded, structured and systematic person who enjoys working as part of a team. Managing the relocation process in the best possible way requires both the ability to understand complex relationships of administrative processes and the skills to apply that understanding in constantly changing, unique situations.

A driving license, good skills in English and Finnish are the necessities for a destination consultant. Skills in Swedish or other languages are beneficial. One's own experiences of living abroad and studies in a higher education institution are considered as good background for this work.

### Employment details

The employment will start in April. Working hours will be 37,5/week. Standard working time is 9:00 – 17:00. The employment is temporary, based on paternity leave and summer vacations replacement needs, lasting until the end of August 2019.

### More information

If you have any questions about the position, please contact Tuomo Lindholm [tuomo.lindholm@alfamoving.com](mailto:tuomo.lindholm@alfamoving.com), Team Lead of Relocation & Immigration in Finland. We look forward to receiving your application by **24th February 2019** by email to [tuomo.lindholm@alfamoving.com](mailto:tuomo.lindholm@alfamoving.com) or by post to Ruosilankuja 6, 00390 Helsinki.

## Alfa – The Scandinavian Mobility Services Company

Headquartered in Sweden, Alfa is the largest Scandinavian provider of mobility & assignment services. Our clients consist of Private, Corporate and Industry Partners who are focused on enhancing their strategic position by investing in Alfa's core services: Immigration and Visa, Moving, Relocation and People Services.

### Interconnected workforce with global performance

Our mobility & assignment services are delivered by 440 people across Scandinavia. With 11 offices throughout Sweden, Norway, Denmark and Finland Alfa's interconnected workforce manages mobility and assignment services in 150 countries annually; with a record of 30,393 mobility assignments in 2015-2017.

### Alfa cares for people and businesses

Established in 1995 as an innovative & progressive company Alfa is a member of the prestigious worldwide mobility services organization. Awarded with ISO 14001/27001 and Triple AAA finance certifications and providing security consciousness with Information Security Management Systems monitoring all our technology.

We provide peace of mind for people on the move in the hope to enhance the lives of assignees and their families.

IMMIGRATION • RELOCATION • PEOPLE • MOVING

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