



Vacancy form

Use this form to publish a vacancy in the EU/EEA area on the 'Vacancies' website of Finland's Employment and Economic Development Offices (<https://paikat.te-palvelut.fi/tpt/>). Send the completed form by e-mail to a EURES adviser or to: eures@te-toimisto.fi. Once the vacancy is posted on the website, the sender will receive confirmation by e-mail. This service is free of charge.

Please pay special attention to items marked with an asterisk '*'. The vacancy cannot be published without this information.

EMPLOYER'S DETAILS

Company/Employer name*	Barona HoReCa Oy
○ Business ID	1507886-3
○ Address*	Pasilan Asema-aukio 1, 00520 Helsinki
○ Telephone*	+358 20 198 3460
○ Website	Find a job in the Nordic countries - baronanordic.com
Contact person*	Petronela Kusá; Andrea Jakubková; Clement Poumeyrol; Szczepan Madry
○ e-mail address*	petronela.kusa@barona.fi ; andrea.jakubkova@barona.fi ; clement.poumeyrol@barona.fi ; Szczepan.madry@barona.fi
○ Telephone*	+421 948 294 304 , +421948933454 , +358503262528 , +486934445454

TO BE FILLED OUT BY PRIVATE EMPLOYMENT AGENCIES

Private employment agency*	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
<input type="checkbox"/> Temporary assignment <input type="checkbox"/> Recruitment assignment	Client company*: Kakslauttanen Arctic Resort, Design Hotel Levi, Lapland Hotels
Can the client company's name show in the published vacancy	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Is the Private employment agency the employer	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

JOB LOCATION AND CONTACT DETAILS (this information will be in the published vacancy)

Address *	Levi, Saariselkä, Utsjoki, Luosto, Äkäslompolo and others
Will the work in question be performed at several addresses	list the places where the work can be performed the work is always performed only on one of the above mentioned locations
Remote work	<input type="checkbox"/> yes

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Contact person *	name Petronela Kusá; Andrea Jakubková; Clement Poumeyrol; Szczepan Madry
	e-mail petronela.kusa@barona.fi ; andrea.jakubkova@barona.fi ; clement.poumeyrol@barona.fi ; Szczepan.madry@barona.fi
	telephone +421 948 294 304 , +421948933454 , +358503262528 , +48693445454

DETAILS AND DESCRIPTION OF THE POSITION

Job title*	Receptionists
Number of open positions*	7
Job description, company presentation *	
<p>Have you ever dreamed about working behind the Arctic Circle? Do you have work experience as a receptionist? Are you fluent in English?</p> <p>Are your answers YES? Then, read our job offer below, take a chance, and be a part of our Barona family in the heart of magical Lapland which offers you an unforgettable experience</p> <p>For our clients, we are looking for RECEPTIONISTS for various places within Lapland, Finland. Our clients are well-known hotel resorts such as Design Hotel Levi, Kakslauttanen Arctic Resort, Lapland Hotels, and others.</p> <p>JOB DESCRIPTION:</p> <p>Depending on the hotel where you would be working, your main tasks will be providing the highest level of guest service in the Hotel. Together with your team, you will be responsible for check-in and check-out, greeting guests, and helping and guiding them in order to enhance guest satisfaction. As a part of the front desk team, you will be also promoting and selling safari activities. It is important you are a great team player as you will be closely working with all other departments of the Hotel.</p> <p>We provide a full-time job, so your work schedule will consist of 90 h or 112,5 h per three weeks, on average. (depending on the collective agreement).</p> <p>DURATION: October or November 2023 – The end of March 2024</p> <p>Why to work with us?</p> <p>In Barona, you will get:</p> <ul style="list-style-type: none">• Finnish fixed-term employment contract• Competitive salary depending on working experience: 13,34-15€/h + extras• Extra compensation for evening (+1,33€/h), night (+2,25€/h) & Sundays/public holidays (+100%) shifts• Possibility of additional shifts and extra hours (especially between December-February, but November and January are fewer hours)• Staff housing is provided by the employer, paid by the employee, the cost: 150-450€/month (depending on the locality and the type of room)• Occupational health care provided by the employer after the employment has lasted at least one month• Relocation assistance if needed• Work in a multicultural, friendly, and supportive environment that turns the work into fun and joy• Other benefits depend on the hotel where you would be working <p>Do you know someone who would be a perfect fit for a hospitality job? Refer them to us and earn up to 50€ through our REFERRAL PROGRAM!</p>	

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Who we are looking for?

To be successful in this role, you should have:

- Previous relevant experience in a similar position as a receptionist
- Advanced English is a MUST
- The ability to work independently but also in a team
- Excellent customer service and communication skills
- Being able to handle multitasking and work under a pressure
- Driving license is a plus (depends on the type of hotel)
- Information about the selection process:

If you feel this is the right job for you, please, submit your resume in the English language.

Barona acts as a collaborator, and the employment agreement will be with Barona, but you will be working for the one of our clients in Lapland, Finland.

The right candidates will be invited for an online interview. Once succeeded, there will be the second round of the interview with our client.

Starting date *	October/November 2023	
Duration of employment *	<input type="checkbox"/> less than 11 days <input type="checkbox"/> 11 days – 1 mth <input checked="" type="checkbox"/> 1 – 3 mths <input checked="" type="checkbox"/> 3 – 6 mths <input type="checkbox"/> 6 – 12 mths <input type="checkbox"/> more than 12 mths <input type="checkbox"/> other, what the length of the season is depending on specific client and place (usually the season starts in October/November and ends in March/April)	
Working time *	<input checked="" type="checkbox"/> full-time <input type="checkbox"/> shift <input type="checkbox"/> part-time <input type="checkbox"/> night <input type="checkbox"/> weekend work hours/week 90 hours/3 week or 112,5 hours/3 week (in busy months can be more)	
Work experience	<input type="checkbox"/> none – 1 y <input checked="" type="checkbox"/> 1 – 5 yrs <input type="checkbox"/> more than 5 yrs	
Salary *	<input checked="" type="checkbox"/> gross <input type="checkbox"/> net amount: hour/mth/year 13,34 - 15€/h + extras (depending on the experience) Extra compensation for evening (+1,33 €/h), night (+ 2,25€/h) & Sundays/public holidays (+100%) shifts	
Type of employment contract *	<input checked="" type="checkbox"/> paid work <input type="checkbox"/> commission-based If salary is commission-based, specify basic salary*: <input type="checkbox"/> entrepreneur	
Possibility for accommodation:	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	Amount of rent: Staff housing is provided by the employer, paid by the employee, the cost: 150-450€/month (depends on the locality and the type of room)
Will travel costs be compensated:	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	additional information:
This employment complies with the legislation of	Finland (name of the country*)	

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HOW TO APPLY *

Deadline for applications *	13.07.2023
Send applications to *	https://my.barona.fi/application/646772f3e56033001c95eec5

Any additional information you have regarding the vacancy (eg. language skills and level)

The right candidate needs to speak English and has a good attitude to work. Also, it is an advantage if the candidate has a driving license B and is an active driver because some resorts are out of the city.

*Eures portal ref.no
to be added by EURES
adviser:*