

## Office job with Finnish - remotely

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Company: L.M. GROUP POLAND Sp. z o.o.

Location: Gdańsk

Category: other-general

We are an international recruitment agency established in 1987 in Israel and present in Poland since 2014. We specialize in permanent and temporary recruitments. Our headquarters are located in Poznań, and we also have branches in Warsaw, Gdańsk, and Wrocław. Currently, we are looking for a Business Process Specialist with proficiency in Finnish for our clients.

Office job with Finnish - remotely

Numer referencyjny: JAOK

Miejsce pracy: **Gdańsk**

### **Responsibilities for the position:**

Communication with suppliers and contractors in Finnish or Danish

Monitoring and mapping of processes

Handling telephone and email inquiries from clients

Analysis and correction of documents

Collaboration with other departments within the organization

Verification of data accuracy in the system

Preparation of reports and summaries

### **Candidate Expectations:**

Communication skills in Finnish (min. B2) or Danish (min. B2), along with English proficiency (min. B1)

Strong analytical thinking and problem-solving abilities

Prior experience in corporate or international settings

Proficiency in MS Excel

### **Our client offers:**

Stable employment based on an employment contract (indefinite after the probationary period)

Attractive employment conditions with competitive compensation

Work for an international company with a solid market position

Remote work, only 3 days per month from the office: Gdańsk

Comprehensive onboarding program (training package)

Subsidies for language courses and external training

Periodic motivational bonuses

Daily work in a foreign language in an interesting, multicultural environment

Benefits package (private health care, Multisport, Multicafeteria, Vouchers, group insurance)

Necessary work equipment provided

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