

Date: 3-9-2018

JOB TITLE:

Sales assistant - including export and import duties in Otaniemi, Espoo, Finland

JOB DESCRIPTION:

Are you interested in working in a versatile role in sales support? Do you enjoy an international work environment? We are looking for a sales assistant to export and import products in a permanent employment relationship in Espoo.

We are one of the world's leading companies specializing in Real Time Location Services. Our clients are companies and organizations ranging from health care, education, industrial production and manufacturing.

Job Requirements:

Your main task is to support sales and manage the various phases of the international sales process. Your job will include, among others, order handling and invoicing, delivery and receipt of goods, consideration of purchase invoices and preparation of various customs reports. If you enjoy working independently in your job and appreciate the international work environment, you may be the person we are looking for!

What do we expect from you?

As an ideal candidate, you will already have some experience in international logistics and / or export and import, and knowledge of export and import regulations. In addition to the Finnish language, you also need to speak fluent English. Your IT skills are up to date and you are effectively using office software to support your work.

Experiencing with one of the following or similar systems is preferred: NetSuite, Basware, InvoiceReady, UPS WorldShip.

Why would you want to work for us?

We provide you with an international working environment, excellent colleagues and employment benefits, without forgetting lunch breaks. Cultural and fitness vouchers are included along with comprehensive occupational health services.

Interested?

If you are interested in this job, please send your CV / Resume, as well as an introductory email to Ali Karttuselle (ali.karttunen@airistaflow.com). We only deal with emails!

Start Date: We will fill the spot right after finding the right candidate!

Web address: <https://www.airistaflow.com>

Start: As agreed, as fast as possible

Form of employment: Full-time, permanent

Salary: Based on experience