

## Office Staff Jobs in Finland with Free Visa Scholarship

**Hiring organization**  
Scandic Hotels Finland

### Job Location

Finland

Remote work from: Finland

### Base Salary

USD 2600 - USD 3400

### Date posted

January 5, 2026

### Valid through

17.07.2026

### Qualifications

12th Pass or Graduate Pass

### Employment Type

Full time

### Description

**Job Position:** Hotel Management

**Company Name:** Scandic Hotels Finland

**Base Salary:** 2600-3400 USD per month

**Qualifications:** 12th Pass or Graduate Pass

**Experience:** 1 year in hospitality or office administration

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**Skills:** Strong communication skills, reliability, time management, proficiency in English, and willingness to complete training.

**Responsibilities:** Managing guest records, coordinating front office tasks, handling administrative paperwork, and ensuring high-quality guest service standards.

**Description:** This position at Scandic Hotels Finland offers a unique opportunity for individuals looking to build a career in the Finnish hospitality sector. As a member of the office staff, you will be responsible for the seamless operation of administrative and guest-facing functions. Your role involves maintaining organized records, responding to professional inquiries, and supporting the management team in daily logistical tasks. This is an ideal role for entry-level candidates or those with

moderate experience who are eager to work in a professional European environment.

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