**Application - Embassy of Finland – Part-time Receptionist**

**Family name:
Given name:
Date and place of birth:
Nationality:
Address:
Current occupation:
Email address:
Phone number:**

1. **Your motivation, why are you seeking this vacancy?**
2. **What kind of Information technology, IT-skills you do have?**
3. **What about multitasking ex. handling switchboard and writing email at the same time?**
4. **Why are you the best candidate for this duty? What can you offer to our Mission?**