

BBA STUDENT'S EMPLOYMENT GUIDE



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BBA STUDENT'S EMPLOYMENT GUIDE

All BBA students work at some point of their studies. A majority work summer and part-time jobs during their studies and many students work full-time already by the end of their studies. At minimum, every BBA student becomes familiar with working life during the required apprenticeship, which is often completed during employment. This guide provides basic information on employment matters and gives tips for career planning, which will make finding employment after graduation easier.

This guide is made available
to you by BBA student union TROL



CAREER PLANNING FOR OBTAINING A MEANINGFUL JOB

The labour market is constantly changing. Through career planning, you will learn to recognise your strengths and opportunities and be able to adjust your expertise to fit the needs of the labour market. Work conditions are also not like they were before: the job and even industry can be changed several times during one's career. Therefore, it is important to make short and long-term plans. Career planning is conscious life management.

STEPS OF CAREER PLANNING

1. Current situation - self-awareness

Career planning starts with self-awareness. When you know your own strengths and interests, you are able to apply for jobs where you can utilise them. According to numerous studies, a person who applies their strengths is productive, solution-oriented, energetic and persistent - so also a very good investment from the employer's perspective. What are you good at, what types of skills have you picked up along the way, what types of things or phenomena are consistently interesting to you? What would you like to learn or know how to do?

2. Vision of the future

What would you like to accomplish through your work? What type of work feels meaningful? Dare to have big dreams. Don't think about if it is possible for you or not, as your current skills are not indicative of what you can do in the future. Usually it is sufficient to have a general goal, the details will then be sorted out along the way. It is also good to occasionally revise one's vision, because values and goals change over the years.

3. Action plan

Analyse your current situation. What expertise in-line with your goal do you already have? What items support your vision? What are you still missing and where can you obtain it? Make an action plan and implement it one step at a time, which will get you closer to your goal.



HIDDEN JOB

A hidden job refers to a job where there is a need for an employee, but the position has not been made public or the employer is reluctant to do so. Sometimes the employer does not even yet know they need your expertise. If you time your actions correctly, you may even be the only applicant.

HERE'S HOW TO FIND THEM

You can find hidden jobs in many different ways. Choose the methods that suit you best.

1. Being active

Make a list of companies that you are interested in and approach them directly. Present your expertise as benefits that you want to make available to the organisation. Tell them in practical terms what type of work assignments you could do.

Follow the media for news about new services, products or projects and about company expansions or the establishment of new business locations. They are indicators of hidden jobs, which always also mean there is a need for workers.

2. LinkedIn

Nearly all professional recruiters use LinkedIn when looking for suitable candidates. You should also be on it if you want to be found. Use as many descriptive words of your expertise as possible in your profile description, so that you will be among the first in the search results.

3. Networks

Create a mind map of your current networks and tell as many as possible about your job search. Although a friend may not have a tip on a job, her neighbour might. Make it a habit to invite all people you meet into your LinkedIn network right away. Fine-tune your elevator pitch and be prepared to give it at places like the mailbox or on the side-lines of a football field.

JOB-SEEKER'S CHECK-LIST

- Set the goals for the job search and make a plan
- Update CV and job application
- Update LinkedIn and other relevant profiles
- Inform your network that you are seeking employment
- Be active or become active on social media (participate in discussions, write a blog, highlight your expertise)
- Seek out jobs and employers in your industry
- Look for hidden jobs
- Prepare for the interview
- Practice your elevator pitch

Tradenomiitti.fi is a service in which you can, for example, search for people who already work for your desired employer. They can provide information on the organisation's recruitment needs, operational procedures and what type of expertise the work requires.

ELEVATOR PITCH

The elevator pitch is a professional sales speech, which aims to make the listener interested in you. A good elevator pitch is concise and highlights the most interesting things about your core expertise. An effective elevator pitch goes straight to the point and includes the most essential:

- explain briefly who you are
- what are your skills and what are you good at
- how can you be useful to an organisation
- If you have the time, provide an example of where you were successful

A good elevator pitch is so short that you can deliver it even on a lift. Usually, however, you have more time. You can use the elevator pitch in many different types of situations when seeking employment: on the phone, in a job interview and of course when meeting people and you are asked to talk about yourself. In written format, the elevator pitch works well at the beginning of the CV and in the introduction paragraph on LinkedIn. Adjust the elevator pitch as necessary.

Practice in advance!

CV

The CV (Curriculum Vitae) is perhaps the most important document when seeking employment. Its purpose is to tell the reader of your most essential expertise for the position being applied to. There are many different ways to present the information, but ensure that your CV:

- is tailored for the position you are applying to
- describes your expertise and motivation
- is easy to read.

A good CV has a maximum length of one page and the following can be found with a quick glance

- current contact information
- educational degrees
- work experience
- IT and language skills
- other expertise and information relevant to the position

In addition, you can state your international experience, trustee responsibilities, hobbies and references.

HIGHLIGHT EXPERTISE

The recruiter is interested in your expertise and motivation. So talk about them! Merely stating degrees or titles is not sufficient. In the CV, describe the essential skills for the position being applied to in particular.

Recognising expertise can be made easier when you go over your successes and consider what types of skills they required. You have also needed expertise when resolving different types of problems and reaching goals.

What types of skills and strengths did completing an apprenticeship or studies require from you?

LIMITED EXPERIENCE

If you have little work experience, highlight your strengths and areas of interest in your CV.

What is good about you and how is it evident? In what direction do you want to grow and develop? What things are of interest to you? You can also talk more about your studies, trustee activities or your hobbies. You can also highlight different types of projects, courses and hobbies where you have applied skills or traits.

CAREER SERVICES FOR BBAs

Would you like someone to read your CV and job application and provide constructive feedback on them? Do you want tips for enriching your job application documents? Are you considering where to apply and how? Is your expertise highlighted in the best possible way?

Approximately 5,000 new BBAs graduate for the job markets each year and the competition for jobs is fierce. The foundation for one's career is created already during studies, which is why career planning should be carried out systematically already from the start of the studies. There is good reason to consider how electing some courses, the subject of your thesis and apprenticeship can promote your career. When you want to discuss and be challenged on your career goals, book an appointment for personal career planning.

The service is offered via telephone or video link. The career counselling session is approximately 25 minutes long and you can book two of them consecutively for a maximum duration of 50 minutes. Your discussions with a specialist are confidential.

Book an appointment at valmennuskalenteri.fi/ajanvaraus/tral, attach your CV and application and take a step toward your dream job!

The service is intended for members of the Union of Professional Business Graduates in Finland (TRAL) and gold and black level members of BBA student union TROL.

JOB APPLICATION

The job application is a short and to-the-point compilation of motivation and expertise. Carefully read the job posting before writing your application or preparing a video application. What type of criteria or wishes have been stated about the applicant? Answer them as well as possible. Forget lengthy stories about past jobs or home towns and go directly to the point. The recruiter is most interested in why would you be the best choice out of the applicants. Tell the recruiter why!

It is completely OK that you do not have all the skills requested in the job posting. Do not fall for the temptation to deviate from the truth or promising things you cannot deliver. Instead, focus on your strengths and state what direction you want to grow into and why.

Structure of the application:

- 1. paragraph - introduction, why are you applying and why would you be a viable candidate
- 2. paragraph - what professional expertise do you have for the position
- 3. paragraph - what are you like as an employee and colleague
- 4. paragraph - when are you available to start + desired salary if requested

Review these

If you have already sent dozens of applications without being invited to a single interview, you should verify at least these:

- does the application demonstrate your motivation
- does it match the wishes stated for the application in the posting
- does it demonstrate your expertise
- is it sufficiently short (1 page) and clear?

It is easy to love your own text. Once you feel you have written the best application in all of existence, go over it and let someone else read it as well.

If you want to be noticed, send your application during the first few days. Employers often are waiting for the first applications and the interviews may be started already during the job posting process.



OPEN APPLICATION

You will need an open application when seeking a hidden job. Before writing an open application, it is good to carefully consider the care message of your application: what are you offering the employer? Describe in as practical terms as possible what type of work you would be interested in doing. Describe your interest in the industry and your strengths. Examples are effective: "I'm detail-oriented, an example of which is..."

**Describe your expertise using examples.
Be brief and clear, do not ramble.**

An open application is most effective if combined with a phone call. Once you have the right person on the line (e.g. your future boss), it is time to sell your expertise to the company. Carefully consider how you will start the call and what is the purpose of your call. Introduce yourself well with a fine-tuned elevator pitch and try to make the listener to be genuinely interested in your ideas. Describe how the company will benefit by hiring you and what problems can be resolved with your expertise.

JOB INTERVIEW

The job interview is a mutual evaluation meeting on if the job is right for you and you are right for the job.

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Prepare carefully for the interview:

- read once more the job posting and your application before the interview
- review the company's website and see their current news so you know what is going on in the company
- consider what motivates you about the job
- examine the practicalities on the job: the location, transport routes etc.

Being relaxed and in a good mood makes you appear confident. Consider what things relax you and do them before the interview. For some, a hike in the forest may be best, others relax by listening to relaxing music. A few long, deep breaths are a good way to relax.

VIDEO INTERVIEW

Especially the initial interview may also be conducted as a video interview. It allows recruits to easily and quickly interview several candidates and select those to attend a traditional interview. The video interview is also a practical tool for the applicant, it should not be feared!

You may be nervous in front of the camera, but luckily you can practice it. Prepare for a video interview the same way you would for a normal interview. You can usually see the questions in advance before making the videos. Plan your responses in advance, but don't read them from a piece of paper. Try to be as relaxed and natural as possible, smile!

Today I will be successful!

QUESTIONS

The most typical questions are related to expertise, work methods, work community skills, motivation and stress tolerance.

Brief answers are usually better than long and complicated answers. Focus on what the interviewer is asking. The recruiter may even be more interested in your motivation than your expertise, in addition to how committed to the job you would be. Therefore, you should verbally express your enthusiasm and desire to obtain the job.

Prepare to describe your expertise using practical examples. Examples are convincing and illustrate expertise also when you don't have any experience in the industry.

Also think of questions for the interviewer. For example, you could ask about the goals of the position, the work community and the work culture. You can also request feedback on the interview and ask how you did.

HELP FROM CAREER SERVICES

The Union of Professional Business Graduates in Finland (TRAL) offers help with preparing for interviews. Personal career counselling is included in the Gold and Black level member benefits of BBA students.

The service is offered via telephone or video link. The duration of a session is approximately 20 minutes. If necessary, you can have more than one session. Your discussions with a specialist are confidential.

Book your appointment at valmennuskalenteri.fi/ajanvaraus/tral/, attach your CV and application and take a step toward your dream job!

tral.fi/urapalvelut

MAINTAIN YOUR WORK ABILITIES

There is a strong emotional strain associated with applying for a job. When you apply for a job, you set expectations and wishes for the future. You are also taking a risk that things won't go as you hoped. You may be rejected time and time again, even if your application and job search skills are excellent. If your friends are gaining employment around you at the same time, you may feel inferior and ashamed. Why am I not good enough?

Preparing for being disappointed and getting over it is an essential part of the job search process. How you accomplish this is individual. However, you can affect your own ability to cope by ensuring you have time for recovery and looking after your energy levels each day.

1. PREPARE A WEEKLY PLAN

Prepare a weekly plan for your job search. It should also contain time for social life and recreational activities. This is the time you will need to charge your batteries and recover from the job search. Consider what things and people energise you and make you feel good and scatter those moments into every day.

2. GET A SHOULDER OR TWO

It is very important that you have a person you can discuss the setbacks with. This could be a friend, relative, spouse or classmate. Nearly everyone has been in the same situation at some point and know what it feels like. It is also completely OK to contact an industry veteran and ask if he or she could act as your mentor and someone to bounce ideas with.



You can find a mentor or other peer support from TRAL's Tradenomiitti service, for example. You can also use it to find employment, as Tradenomiitti was developed not only for job seekers, but also for employers. New job advertisements are published almost every day.

You can review the profiles and career stories of other BBAs on Tradenomiitti, as well as exchange business cards with interesting acquaintances. Using the service, you can also submit your own question on an industry you are interested in and limit the respondent group according to your preferences. So it is easier than you think to obtain help with ideas.

So go to tradenomiitti.fi.

Also review TRAL counselling services. Well-being counselling is helpful if the job search is beginning to cause stress and problems in daily life. Further information on well-being services: tral.fi/hyvinvointipalvelut

3. JOIN A GROUP

There are several job seeker groups on LinkedIn and Facebook. They can provide tips, encouragement and support. You can also find out if there is a project in your area that promotes employment by arranging training events and peer group meetings to support finding employment.

Together with AKAVA unions, TRAL participates in supporting its members finding employment. In practice, the operations take place in different regions through employment projects. The training events and peer group functions organised free of charge by the projects are intended for the unemployed in the area and for union members with higher education degrees who are at risk of becoming unemployed.

Further information on the employment (OTTY) projects is available on TRAL's website: tral.fi/otyt

4. ANALYSE YOUR JOB SEARCH

Do not continue doing what is not working. If you have already sent dozens of applications without results or if gaining employment always ends with the interview, stop and examine your job search process. Even small changes may result in different results.

A professional's view usually helps to solve these issues. The TRAL career counselling services are specifically for you. The career coach can help you recognise your expertise and put it into words, for example. For the contact information, go to: tral.fi/uraohjaus



SALARIES

DETERMINING WAGES

Wages are primarily determined by how demanding the job is. If there is a collective agreement for the industry, the minimum wages are defined in the collective agreement ("wage table"), which is to be paid for the level of requirements for each job type. If there is no collective agreement for the industry, the salary is subject to negotiation between the employer and employee, which is referred to as contract wages. If the employer asks about the salary expectation on the job application or at the interview, you can usually conclude that the wages are negotiable based on individual circumstances, at least up to an extent.

SALARY NEGOTIATION

Arguments used in the negotiation should be prepared in advance and the following matters should be considered when determining wages and salary trends:

- The level of demand of the work responsibilities and the changes in them (e.g. new assignments and responsibilities)
- Work experience, professional expertise and professional development
- Level and development of work performance, personal achievements
- Commitment to one's work, work motivation
- Training and developing expertise that help with work responsibilities or career development during employment
- Developing one's work or organisational activities

If you haven't gained a lot of work experience yet or the experience is with different types of work, it is good to discuss the following areas in salary negotiations:

- Capabilities to handle the new responsibilities acquired from training or previous work experience
- Interest in the associated company and industry
- Personal characteristics and suitability for the job
- Special skills acquired through training or recreational activities that are useful for the job (language skills, social skills, student exchange, social media skills, IT expertise, trustee assignments...)

SALARY DEVELOPMENT

Development of professional expertise is especially significant for the salary development. Professional expertise develops quickly especially early in one's career and as a result your employer is constantly gaining more from your work contribution. Therefore, it is useful to aim to negotiate on wages annually or every few years. If there are changes to the job description, it is good to negotiate on the salary right away when the changes are occurring, whether it be a promotion or another change in the job description that would make your job more demanding. Being active about salary negotiations is essential for the salary development; the employer rarely brings up wage matters on their own, so it is good to propose a salary negotiation to your supervisor when you feel that there are grounds for it.

If your employment began before you graduated, it is common practice to renegotiate your salary upon graduation. It is good to pay attention to the job title and, in addition to the salary, aim to negotiate on the title to ensure that it is updated to correspond with the job description, if changes were made to job description.

A correctly defined job title is also important for the salary development, as negotiating wages and providing arguments for a raise is easier if the job title provides a correct description of how demanding the job is. The job title should be such that it concisely defines your work responsibilities and position in the organisation.

TRAL SALARY COUNSELLING

If you want expert assistance with defining a desired salary or an assessment of your current salary level, please contact TRAL salary counselling! Drafting the salary estimates is based on the member survey on salary data compiled by TRAL annually.

Further information on the topic is available at tral.fi/palkkaneuvonta

The salary recommendations (in Finnish) for students and recent graduates are available at tral.fi/palkkasuositus



THE 10 MOST CENTRAL LEGAL QUESTIONS PERTAINING TO EMPLOYMENT FOR

1. FIXED-TERM EMPLOYMENT AGREEMENT

Employment agreements are primarily drafted as open-ended contracts. A fixed-term employment agreement may only be created when there is a well-justified reason for it such as the nature of the work, project work or a substitution, for example.

If the employer's need for work is actually permanent, fixed-term employment is not justified and the employment agreement must be interpreted as being open-ended. The employment agreement must always state that it is for a fixed term and there must also be an itemised reason for each term.

The duration of the fixed-term employment must also be stated in the agreement, even if it is merely an estimate. Cancelling a fixed-term employment agreement is possible, if the requirements for cancellation defined in the Employment Contracts Act are fulfilled. However, a notice period or trial period can be negotiated in the employment agreement.

2. HOLIDAY BONUS, HOLIDAY ALLOWANCE AND ANNUAL HOLIDAY WAGES

The holiday allowance and annual holiday wages are based on the Annual Holidays Act. The holiday bonus, however, is usually based on provisions of collective agreements, which aim to increase the wages an employee receives on annual holiday. The holiday bonus can also be agreed on in the employment agreement or by following employer practices.

The annual holiday bonus is paid when the employee is on annual holiday. The holiday allowance is compensation for unused vacation days and it is paid at the end of employment. If

the employee always works less than 35 hours a month and on less than 14 days, the holiday allowance can be paid when the wages are paid each month. In such cases, no holiday days accrue for the employee and a holiday allowance is not paid to the employee at the end of employment.

The holiday bonus is usually 50 % of the annual holiday wages and most collective agreements set a restriction that the employee must start the holiday at an agreed date and return to work after the holiday.

3.

WORKING HOURS ACCORDING TO THE EMPLOYMENT AGREEMENT

The number of working hours that the employee is committed to being available to the employer is agreed on in the employment agreement, in addition to the number of hours that the employer is committed to offering the employee.

The maximum number of working hours legally allowed is 40 h/week and 8h/day. Overtime must be compensated in accordance with the Working Hours Act to all employees subject to its provisions. Therefore, overtime cannot be included in the base salary.

It is advisable to avoid signing an employment agreement that states that weekly work hours vary from zero to a specified number of hours. For example, if the agreed hours are 0-37.5h/week, the employer is not required to offer any weekly work hours.

4.

SIGNIFICANCE OF COLLECTIVE AGREEMENT

The employee should find out if a collective agreement will be applied to his/her employment agreement. The collective agreement is an agreement between the employee advocate organisation and the employer advocate organisation on wages, working hours, holidays

and other benefits that are applied to agreements in their industries. The collective agreement secures the minimum level of the terms of employment for employees.

5.

DEVIATING FROM PRIMARY WORK RESPONSIBILITIES

It is recommended that the tasks and responsibilities of an employee are defined as specifically as possible in the employment agreement. If possible, try to avoid having the general clause "and other duties as assigned by the employer" written in your employment

contract. The employer may exercise their right to direct and temporarily assign the employee other duties as agreed in the employment contract. However, the employer cannot unilaterally change the employee's tasks significantly and permanently.

6. ON NOTICE PERIODS

The notice periods stated in the Working Hours Act are to apply, unless otherwise specifically agreed on in the employment agreement/collective agreement.

The notice periods according to the Employment Contracts Act, when the **employer** terminates employment:

Employment duration	Notice period
Maximum 1 year _____	14 days
Over 1 year and a maximum of 4 years _____	1 month

The notice periods according to the Employment Contracts Act, when the **employee** terminates employment:

Employment duration	Notice period
Maximum 5 years _____	14 calendar days
Over 5 years _____	1 month

The notice period begins running from the following day. If, for example, a 14-day notice period is followed and the employee terminates employment on the 1st day of employment, the employment ends on the 15th.

If the notice period is 1 month, the employment ends on the same day of the following month as the notice of terminating employment was issued. If the following month does not have as many days as the term would require, the last day of the month will be considered the last day of the period.

7. TRIAL PERIOD

The trial period is not determined automatically. Instead, it must be agreed on separately. Therefore, the employer cannot unilaterally decide on the trial period. According to the Working Hours Act, it is possible to agree on a trial period for both open-ended and fixed-term employment agreements.

The purpose of the trial period is to provide both parties time to consider if the employment agreement met the expectations they had for it. During the trial period, each party can terminate employment without notice. However, termination based on the trial period cannot be completed for other reasons than what the trial

period is intended for. Examples of such ineligible reasons include absences due to illness or the financial situation of the company.

The trial period cannot exceed six months, but the maximum period has been limited to four months in some collective agreements. If the employee is absent from work due to a disability or family leave, the employer has the right to extend the trial period for one month for every 30 calendar days of the absence. With fixed-term employment, the trial period including its extensions cannot exceed half of the term of the employment agreement, but can't exceed six months.

8. NON-COMPETE AGREEMENT

A non-compete agreement can only be made based on especially good reasons related to the employer's activities or the employment. The purpose of the non-compete agreement is to protect specific interests of the employer. This type of agreement is always somewhat disadvantageous for the employee. Therefore, you should not sign a non-compete agreement before carefully considering it.

The non-compete agreement may limit the employee's right to enter employment or work in the profession after the end of employment for a maximum of six months.

If the employer wants a non-compete clause in your employment agreement, please contact our employment lawyers! Employment counselling is also included in the member benefits of BBA students.

9. OVERTIME COMPENSATION

According to the Working Hours Act, overtime hours are considered work completed at the employer's request and with the employee's consent. Overtime cannot be agreed on in the employment agreement. The employee must consent to it separately for each occasion.

Overtime compensation must be paid in money or as time off, if so separately agreed. The overtime compensation is an increase of 50 % for the first two hours, after which the increased compensation is 100 %. Most collective agreements have provisions on overtime compensation that differs from the Working Hours Act.

10. REQUIREMENT TO PAY WAGES DURING SICK LEAVE

The employee has the right to be on sick leave due to disability. The employer must be notified of absences due to sickness, accidents etc. without delay in accordance with employer practices. At the employer's request and depending on the company's practices, a reliable explanation on disability must be provided, such as a doctor's certificate.

Collective agreements usually agree on significantly longer paid sick leave periods than those stated in the Employment Contracts Act.

If there is no collective agreement, the Employment Contracts Act or another agreement, e.g. employment practices, are to be followed.

If the employee is disabled during the annual holiday, the employee has the right, at their request, to transfer the days the employee was disabled to the annual holiday after deducting six days. In the event a maximum of four weeks of annual holiday has been accrued, the deductible days do not apply.

TRAL SUPPORTS AND ADVISES

The above addresses the central matters to be considered when drafting an employment agreement. However, it is often necessary to contact the union to ensure that the offered terms of employment are appropriate. The Union of Professional Business Graduates in Finland (TRAL) advises all of its members on issues pertaining to employment relationships.

In addition to advisory services, TRAL full members and Gold and Black level BBA student members also have the right to the assistance of union lawyers in resolving various employment situations. Lawyers assist members e.g. with matters pertaining to terminating employment, co-operation negotiations and issues related to unemployment security. In addition, full members and Gold and Black level student members have access to legal liability insurance, which is used to cover potential legal expenses incurred during trials related to employment.

When entering employment, it is advisable BBA students would change their student membership to a full membership or a Black level membership. Black level and full members have the possibility to insure themselves against unemployment by joining the IAET fund. The membership fee is included in the TRAL fee.

tral.fi/tyosuhdeneuvonta
tral.fi/tyottomyysturva
iaet.fi

It is good to join the fund as early as possible, because the requirement for receiving earnings-related unemployment benefits is that the person has been a member of the unemployment fund for at least 26 calendar weeks and has fulfilled the so-called employment condition, i.e. has worked a minimum of 26 calendar weeks of paid work, during which he or she has worked a minimum of 18 hours a week and wages were paid in accordance with the collective agreement. Therefore, it is possible to secure unemployment benefits already during your studies!

The Union of Professional Business Graduates in Finland TRAL is a trade union for professionals who have completed a Bachelor of Business Administration or a Master of Business Administration degree. We represent and serve our members with issues pertaining to employment and employment relationships. We serve as a promoter of the career development of BBA educational programmes and BBAs. TRAL was established in 1996 and with its 30,000 members is the fifth largest union in Akava.

tral.fi
facebook.com/tradenomiliitto
twitter.com/tradenomiliitto

BBA student union TROL is a national union for BBA students. TROL ry is an independent member association of TRAL.
trol.fi
facebook.com/tradenomiopiskelijaliitto
twitter.com/TROLry

DIGIJURISTI AND OMA LUOTTAMUSMIES -SERVICES

DIGIJURISTI

Digijuristi answers the most common employment questions on these topics, for example:

- fixed-term employment
- salaries
- annual holiday
- family leave
- co-operation negotiations
- ending employment
- employment security

Digijuristi makes dealing with legal matters pertaining to employment easier and smoother. It does not cover personal matters with an employment lawyer, but the preliminary information provided through the service, for example, make processing your matter quicker. For example, you can provide preliminary information on unlawful termination, undue fixed-term employment or owed wages. The service is available only in Finnish.

digijuristi.tral.fi

OMA LUOTTAMUSMIES

Oma Luottamusmies is a database for employment-related questions. Oma Luottamusmies provides information on these topics, for example:

- employment-related matters all the way from signing an employment contract to ending employment
- occupational well-being
- family leave
- salaries
- local agreements
- sick leave

Also try tests that you can use to determine if you are able to make a local employment agreement and if you recognise what is work place harassment.

omaluottamusmies.fi/working-in-finland



BBA STUDENT UNION TROL

MEMBER BENEFITS AND SERVICES



BLACK LEVEL

- IAET unemployment fund: accrue wage security and make an investment in the time following graduation
- All Gold member benefits



GOLD LEVEL

- Employment lawyer services
- Legal assistance and liability insurance
- Accident and traveller insurance when off work
- Career services
- Occupational well-being services
- Entrepreneurship services
- Magazines at discounted prices
- Silver level benefits



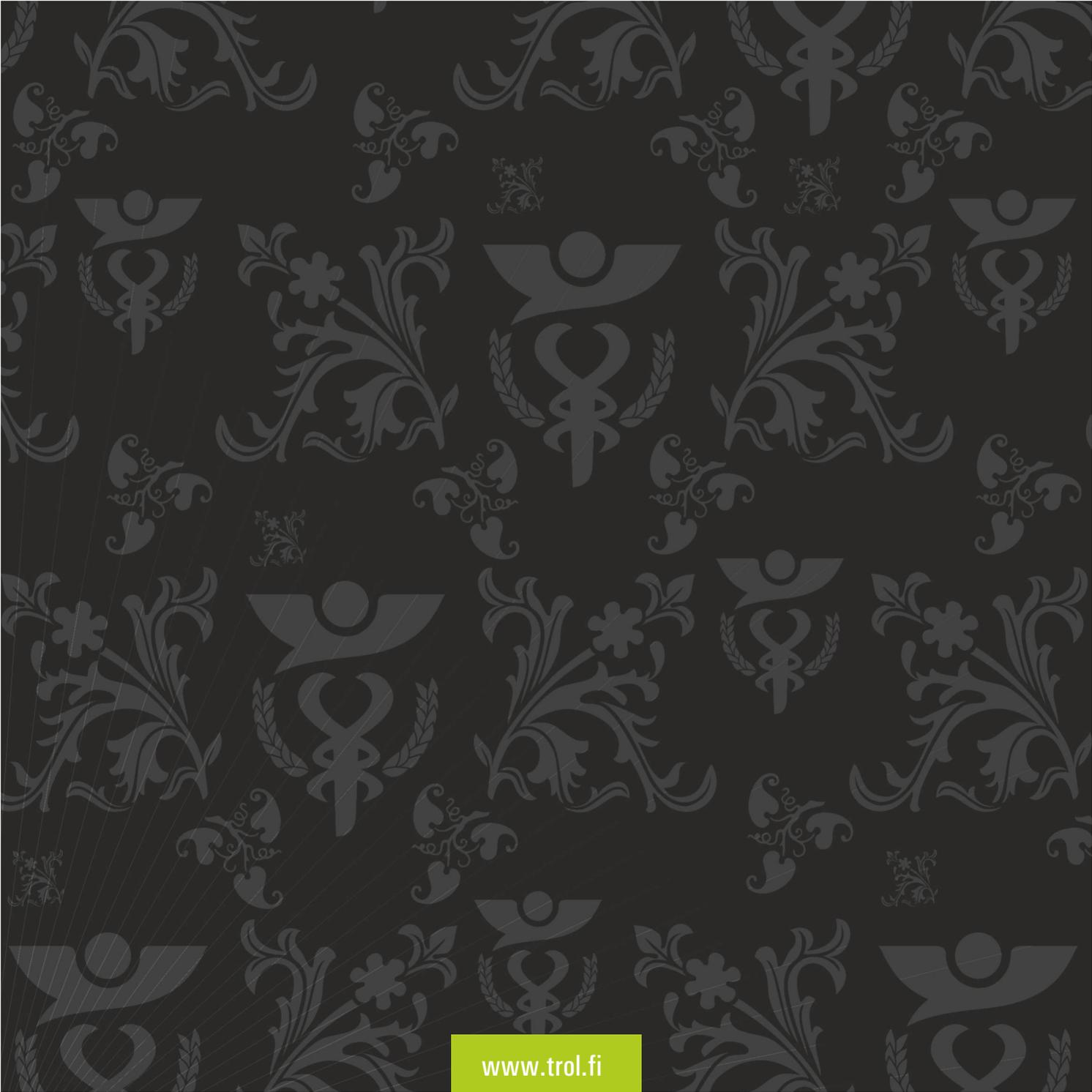
SILVER LEVEL

- Free period of Kauppalehti
- Tradenomi magazine
- Salary advisory services
- Vacation cabins available for rent at Levi, Ruka, Tahko at member prices
- Member+ service

BECOME A MEMBER!

You can become a member easily online at tral.fi or by SMS: Send a text message "LIITY TRADENOMI FIRSTNAME LASTNAME" to number 18252 and we will contact you.

When changing your student membership to a TRAL membership upon graduation, you will receive a discount of -50%, subject to some restrictions, for six months. tral.fi/jasenyyt



www.trol.fi