

CHRISTINE LEITNER / MY OFFER

ONBOARDING / EXPATRIATE SERVICES / „PRIVATE LIFE“ MANAGERESS

Extensive Support of Top Managers, Experts, Professors, Doctors, Athletes, moving to Linz to work.

Knowing your way around gives you security, makes it easier to move easily to a different city or country und leads to quickly adjust to your new work and private environment.

As a former hotel manageress I am also fully aware, how important it is, that your accompanying husband, friend or wife feels comfortable in their new environment.

My Service is an excellent offer to relocate carefree!

Simply practical!

Examples:

- Visitation of your future or potential place of residence Linz (also digital via WhatsApp Video or Facetime before arrival) – let`s walk together and chat!
- Online Research for villas or flats (short listings), Organization of Workmen
- School and/or Playschool Research
- Accompanying Program for partners (husband, wife, children: shopping, coffee house visits etc.)
- Professional Guidance throughout your stay, Troubleshooting (Buddy)
- German Conversation in „real-life“ (for instance during nature walks)

Examples - Taking care of:

Indian Manager of international IT company; British Project Crew, Business Opening; Skilled Workers Steel Company; CFO Istanbul relocating to Linz and many more ...

PRIVATE SECRETARIAT

RESEARCH

- Research for products, services, people, companies, ...

INVESTIGATIVE

- Competition Checks, Background Checks (Instagram, Facebook, Homepage etc.)

OPERATIONAL

- Short-term-Management /Outsourcing? I take over operational tasks!

CUSTOMER RELATIONS

- Customer Care (English/German) CRM, national and international visitors, for instance company - & event visits, medical tourists

Concierge-Service

CHRISTINE LEITNERS ONBOARDING/EXPATRIATE SERVICE & PRIVATE SECRETARIAT FOR COMPANIES

Your „Charming Jeannie“ for companies or company managers – at Top Management Level!

Limited resources? I solve high level tasks for you!



Christine Leitner

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Christine Leitner:

Born in Linz, Tourism-Management-Studies in Krems & Helsinki/Finland
International Customer Relations experience in London, Tobago and Oman (Expat)
12 years of experience in Hotel-, Real Estate- and General Management positions in Austria

I am offering 5 ***** **company services** - together with professional und trusted partners -
numerous services in high quality!

Independent, loyal und not complicated – simply practical!

I am looking forward to work for you!

Christine Leitner

www.christine-leitner.com