

Alexandra Geneux

Legal Assistant

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Sense of service, discretion and diplomacy. Ability to take initiative, thoroughness and team spirit.

With more than 14 years' experience in the legal field, Alexandra Geneux stands out for her good management of priorities, her rigour and her sense of service.

Before joining Kellerhals Carrard, she worked for several years in the banking sector as a legal assistant and in the hotel industry.

She joined Kellerhals Carrard in 2024, assisting three of the firm's partners. Her main duties include assisting with the management of a family office, handling invoicing, drafting legal correspondence and ensuring that files are properly maintained.

Career

- 2022-2023
  Legal Assistant - Union Bancaire Privée, Geneva
  2009-2022: Legal Assistant, CA Indosuez (Switzerland) SA, Geneva
  2001-2009: Executive Assistant - Notz, Stucki & Cie SA, Geneva
  1998-2001: Assistant Head of Reception - Hôtel d'Angleterre, Geneva

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Education

- 1993-1995 Diploma, Ecole Hôtelière de Genève.
  1991-1992 Handelsdiplom, Lemania School, Lausanne

Languages

English, French
