



# Manuela Nobs

Payroll Administrator

## Contact

Bern Office

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## Kellerhals Carrard Bern

Effingerstrasse 1

P.O. Box

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A flair for numbers and people is what sets her apart.

'A ship is safe when it is in harbour. But that is not what ships are built for.' – Paulo Coelho

She has been working as a payroll administrator at Kellerhals Carrard since 2024.

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### **Career**

- Since October 2024  
Payroll Administrator at Kellerhals Carrard
  - October 2023–September 2024  
Deputy Team Lead Back Office, Bike Sports Travel AG, Globetrotter Group
  - February 2022–September 2023  
Team Lead Tour Operations, BikeHoliday by Natural Reisen Biel AG
  - April 2021–January 2022  
Head of Financial Accounting and HR Administration, Natural Reisen Biel AG
  - April 1989–March 2021  
Managing Director and Member of the Board of Directors, Schär-Reisen AG, Wabern
  - December 1987–March 1989  
Planning Officer at Bauknecht AG
  - August 1987–November 1987  
Clerk in the Transport Department at Berner Versicherung
  - April 1985–July 1987  
Travel Agency Assistant at Ferex Travel Agency
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### **Education**

- April 1982–April 1985  
Apprenticeship as a commercial clerk at Ferex Travel Agency
  - April 1981–April 1982  
One-year home economics course in French, Lausanne
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### **Languages**

German, English, French

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