



## Petra Portmann

### Administration

---

Commercial training and certificate as HR assistant (KV Business School Zurich)

Petra Portmann is responsible for all administrative work at Hanser Consulting. This includes processing accounts receivable and accounts payable, financial accounting, personnel administration and administrative projects. She also handles the administrative tasks for the Graubünden Economic Forum.

Petra Portmann has been with Hanser Consulting AG since 2014. She previously worked as an administrator in various private companies in the areas of purchasing, sales, distribution and personnel recruitment.



**Hanser Consulting AG**

Lagerstrasse 33

Postfach

CH-8021 Zürich



+41 44 299 95 11



P.Portmann@hanserconsulting.ch