



## Rahel Liviero

*Head Operations / Junior Advisor, BSc*

Rahel is responsible for the operational excellence of Alithis. She also adds value for our distinguished clientele, drawing from several years of experience working for law firms specialising in the private client sector as well as supporting the compliance officer regarding audits. In addition, Rahel has worked as a volunteer or board member for different organisations, providing her with a profound understanding of the non-profit world.

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### Focus Areas

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Trusts – Compliance (AML, CRS, FATCA) - Legal Project management - Non-profit

### Experience

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| 2018 – Present | <i>Head Operations / Junior Advisor, Alithis AG, Zurich</i>  |
| 2010 – 2018    | <i>Paralegal / Legal Assistant (incl. 4 years as Assistant to the Compliance Officer), BodmerFischer Ltd, Zurich</i> |
| 2010 – 2010    | <i>Intern, ProLitteris, Zurich</i>   |
| 2008 – 2009    | <i>Legal Assistant, Homburger AG, Zurich</i>   |
| 2005 - 2008    | <i>Trainee as Commercial Employee, Homburger AG, Zurich</i>  |

### Education

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| 2022           | The Financial Services Standards Association (VQF), Basic Training AML                               |
| 2018 – Present | University of Basel, B.A. Gender Studies and Social Anthropology                                     |
| 2016           | Zurich University of Applied Sciences, BSc in Business Law   |
| 2010           | Language courses in Perth and Noosa (AU), Cambridge Advanced Certificate                             |
| 2008           | KV Business School Zürich, Commercial Employee, Federal Diploma of Vocational Education and Training |

### *Compliance Experience*

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In cooperation with the compliance officer, Rahel supervised the compliance department of BodmerFischer AG from 2012 - 2018 in accordance with the AMLA guidelines of the Financial Services Standards Association (VQF).

This included the following activities:

- Opening of new mandates for which BodmerFischer acted as financial intermediary;
- Checking transaction memos (of transactions over CHF 100,000.00);
- Preparation and control of all mandates and documents for the regular audit;
- Regular verification of persons according to SECO sanction lists;
- Preparation of the annual self-declaration;
- Systematic optimisation of procedures and processes;
- Filing and archiving.