Ketti Gualandi Secretary

Ketti Gualandi got a diploma from the Technical and Industrial Institute "Marco Polo" of Florence, in 1989. Since then she has always been in charge of providing support and assistance to management teams in different professional situations and various fields.

From 1998 to 2002 she was responsible for directing the General Secretariat of a cooperative delivering social services. Besides carrying out secretarial tasks, she supported the work of employees operating in the different areas.

From 2003 to 2004 she was employed by an industrial company. Among other mansions, she worked as a switchboard operator and administrative support.

Since 2005, Ketti is employed by Pixel where she in charge of providing secretarial support and assistance to all in-service staff.

At Pixel Ketti is in charge of all of the front office activities, of the practical organization of the education and training initiatives implemented, of the first contacts with project managers, experts, trainers, trainees cooperating with Pixel. Ketti is also in charge of keeping the agenda, managing contacts with the main suppliers and generally of everything concerns office activities.