



Alexandre Carboni
Route de Jussy 330
1254 Jussy

Geneva, on November 26th, 2025

Work certificate

With over 4000 business centers in 1200 cities in 120 countries, Regus is the world's leading provider of innovative workspace with products and services ranging from fully equipped offices to professional meeting rooms, business spaces and the largest network of videoconferencing studios

Alexandre Carboni, born on April 14th, 2002, completed an internship with our Company Regus Business Centers AG from February 1st, 2025, to August 4th, 2025, in our Geneva Business Terminal offices. During his internship, Alexandre carried out the following tasks in the position of Community Associate:

- General reception activities in French and English
- Monthly closing in cooperation with financial accounting
- Conference room service: preparation of offers, entry into the reservation system, preparation, implementation and follow-up of events and video conferences
- Design and implementation of sales, promoting measures in day-to-day business
- Ensuring excellent customer service
- Ensuring service quality in accordance with the Regus quality standard
- Ordering (center materials, courier shipments, catering service)
- Processing of supplier invoices
- IT and Telecom support
- Management of incoming payments
- Organization and implementation of customer moves, in and out

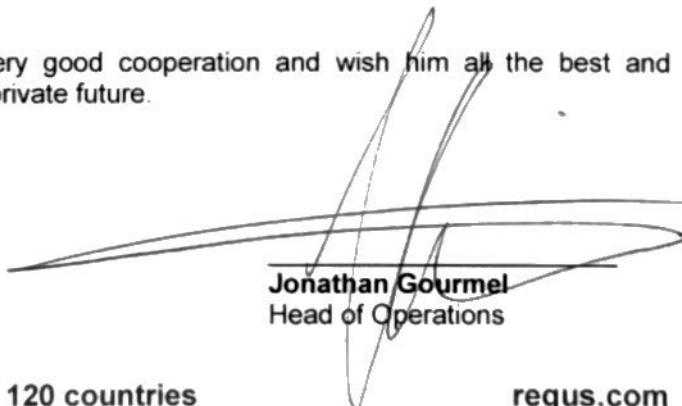
Alexandre proved to be a very good member of the Team. We would like to highlight the commitment he showed during his internship. We particularly appreciated his quick understanding of our business and his implication in the inventory portfolio (used by our Area Sales Managers) updating as well as the meetings planning and retro schedule updating.

The motivation and reliability he showed was an asset. He completed the tasks assigned to him to our complete satisfaction. His relationship towards our customers was always excellent.

We thank Alexandre for the very good cooperation and wish him all the best and success in his professional and private future.

Regus Business Centers AG


Sofia Santos
HR Support Manager


Jonathan Gourmet
Head of Operations