VANESSA TARAZONA, BEng, MBA

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OBJECTIVE: Highly analytical leader applying for a role in Operations or Project Management, where my previous process change, planning, business analysis and management experiences can be applied and will strengthen the skills and knowledge acquired during the MBA.

**KEY SKILLS/ACHIEVEMENTS**

* A leader with good management skills
* Ability to identify key issues, take initiative and make decisions in order to solve problems
* Excellent at analysis, planning and have great attention to detail
* Enthusiastic, self-motivated, results driven with good time management and negotiation skills
* Computer Literacy – Expert in Excel, Ms Project, Ms Visio, ERP systems, SAP, Word, PowerPoint, I. Explorer, Ms. Outlook and Windows
* Language Literacy - Fluent in Spanish, have basic German and French

**PROFESSIONAL EXPERIENCE**

**Scotiabank,** Ontario (Banking, operations worldwide, report to the Director of Shared Services)May’10 to Date

## **Senior Manager, Sourcing**

* Analyze the P&L for all countries in Latin America and the Caribbean in order to implement a mechanism to verify cost savings
* Support the development of systems and processes to implement Strategic Sourcing initiatives

**Shred-it,** Ontario (Records Management and destruction, offices across North America and the UK and presence in Germany, France and UAE, report to the Vice President of Operations Strategy) Sep’08 to Apr’10

## **Strategic Sourcing Specialist**

* Conducted RFPs for different categories and negotiated multi-million dollar contracts with successful results in North America and the UK achieving savings between 10% and 40%
* Negotiated Service Level Agreements with vendors that resulted in improved customer support
* Managed corporate programs: negotiated contract with vendors, established processes, developed SOPs, provided training and managed relationships with stakeholders
* Contributed with the strategic planning of the department providing targets and developing KPIs for the procurement function
* Managed the recycling program, the major source of revenue, in North America maximizing revenue for each of the 60 branches
* Provided in-class and web based training on recycling to District Managers and Operations Supervisors

**Empafin,** Peru (Family business, manufacturer/distributor of safety products, 15 employees, revenues of 1 USM, reported to the Operations Manager) Jan’06 – Jul’06

## **Business Analyst**

* Planned production, allowing a better allocation of resources and an increment of 15% in efficiency
* Developed Inventory procedure and control policy which reduced inventory costs by 20%
* Negotiated contracts with vendors overseas that resulted in 12% savings
* Developed a B2B Sales incentive program, resulting in a 10% increase in revenue

**Braedt**, Peru (Sausages manufacturer and distributor, 350 employees, revenues of 13USM, reported to the Logistics Manager) Nov’04 – Dec’05

## **Logistics Analyst**

* Coordinated local sourcing and imports reducing supplies cost by 10% through contract negotiations
* Managed and reduced inventory levels in the marketing warehouse by 15% of overall stock
* Developed a SKU system that resulted in better inventory management
* Conducted RFPs for major spend items for the manufacturing and marketing departments that resulted in reduced cost and improved responsiveness from vendors
* Developed function manual for my position detailing all the processes required
* Project manager for the Hygiene & Safety Committee, where I was responsible for the successful implementation of the Safety System

**Arin,** Peru (Jewellery manufacturer and major exporter, 400 employees, revenues of 51 USM, reported to the Manufacturing VP) Apr’04 – Oct’04

## **Production Manager - Clasps**

* Increased the Production within section by 15% by improving current processes
* Planned production based on demand and made requisition of materials: clasps, chains, caps, etc
* Managed a team composed by 24 people, mentoring an intern under my supervision
* Developed a Maintenance Plan for the sector’s equipment, that increased the effective usage of it
* Contributed in the implementation of the ISO 14000 to standardized procedures, processes’ flow mapping

**Banco de Credito del Peru,** Peru (Financial Services, revenues of ~200 USM, reported to the Director of Client Services & Special Projects) Aug’02 – Apr’03

## **Intern - Special Projects**

* Improved the platform for Client Services with the support of the IT department; which allowed to classify and redirect customer’s complaints more efficiently
* Proposed changes to KPIs that impacted bonuses of the Customer Service Representatives and that led to a reduced response time to customers’ complaints
* Prepared performance reports for the Government’s regulatory entity on the Customer Support function

**EDUCATION**

**Master of Business Administration**, *Schulich School of Business*, York University Apr’08

Specialization: marketing, International Business & Strategy

* President of the Open Arms Committee
* Marketing Director of the IBC
* Communications Director of the LABA
* Member of the Schulich Marketing Association
* Student of the month for September 2007
* Mentor for the WIL Mentorship Program

**Bachelor of Engineering,** *Pontificia Universidad Catolica del Peru* Dec’03

* Elected as Student Representative on Undergraduate Student Council
* Exchange Program at University of Alberta
  + Bridges Program Volunteer – Facilitated presentations about Peru to local associations

**ISO 9001 Certified Analyst,** *Quality Management Inst. - Universidad Catolica del Peru* Feb’02 – Mar’02

**OTHER INTERESTS**

Reading, jogging, hiking, swimming and doing some volunteer work from time to time