

Duarte Ortigão Pinto



Professional Summary

Results-oriented, consulting professional with +18 years in consulting services on multinational companies.

Experienced IT Project Manager with excellent client and project management skills. Action-oriented with strong ability to coordinate a multidisciplinary team, with strong interpersonal skills, listening abilities, and synthesis capability and to communicate effectively with IT development, executive, and business audiences.

Project manager in multiple domains, able to deliver projects simultaneously in different areas (Trade Management, Finance, Tax & B2B, Procurement and Order to Cash). During my experience I've exposed to challenging projects and my main activities included RFP coordination, external supplier work coordination, project planning, responsible for budgets and financials, PMO governance, stakeholder management and Steering meeting's schedule and organization.

Senior consultant & freelancer with extensive IT experience in SAP logistics modules and SAP S4 Hana. Proficiency include SAP PM, MRS, PP, SD, PS, FI/CO, QM and MM modules.

Work Experience

Roche, Switzerland

11/2024 - present

Senior MM consultant

SAP S4 Hana – Senior consultant and functional deployment expert in SAP S4 MM for direct procurement in a large pharma company in Basel, participating in a large S4 Hana transformation project. Responsible to coordinate the testing, training, cutover and go live phases within direct procurement for MRO (Maintenance, Repair and Operations).

PwC, Switzerland

05/2024 – 11/2024

Senior Manager

SAP S4 Hana – Senior manager and implementation lead on migration of SAP GTS module (Global Trade Services) into edition for Hana. Responsible to coordinate the onsite and offshore team on the functional and technical implementation. My daily activities and duties included project planning, RAID assessment, responsible for budgets and financials, PMO governance, stakeholder management and Steering meeting's schedule and organization.

Richemont, Geneve

07/2023 – 03/2024

Senior Project Manager

Luxury New Retail – Project manager on the migration of Richemont's maison on Fashion's division into B2C activities, with integration with marketplace and ecom. My responsibilities included project planning, responsible for budgets and financials, PMO governance, stakeholder management and Steering meeting's schedule and organization.

Givaudan, Geneve

01/2018 – 07/2023

Senior Project Manager

SAP Implementation project – Responsible to implement a new company code in the Dubai Laboratory that covered Sampling Lab, Finance, Controlling, Logistics (PM, MM, SD) and HR modules.

AGV (Autonomous Guided Vehicles) Integration – Responsible to implement a solution that integrates AGV (Autonomous Guided Vehicles) into SAP for logistics processes (Stock transfer orders, Packaging, Palletization).

Make in Pack – Responsible to implement new developed solutions in SAP in production and planning modules, impacting Distribution, Production, Planning and Customer processes.

Cyber Security Assessment - Responsible to coordinate a project that performed a full assessment on cyber security in HR Payroll Payment, Partner Platforms, Master Data and Access Management.

e-Payment Solutions - Responsible to implement and coordinate a project that implemented new payment methods on customer invoices for US, China and EMEA markets (Alipay, WeChat, Credit Cards, Debit Cards, etc).

Month End Closing – Coordination activities on the diagnosis of the company's closing activities (Closing & Reporting) across multiple departments (Accounting, Reporting, Controlling, Accounts Payable and Accounts Receivable).

SAP MRS Rollout – Responsible to implement a new module in multiple sites in US (remotely) for maintenance scheduling & planning (Multi Resource Scheduling).

TAX package & Nota Fiscal – Responsible to implement a tax package in Brazil that would need to ensure all fiscal obligations, a connection between ERP and local tax systems.

VAT Argentina – Project leader on implementing a new solution in Argentina to connect Givaudan's ERP system with the local tax authorities for VAT reporting and declaration.

Global Trade Affairs - Project leader on implementing FTAs (Free Trade Agreements) on multiple countries / across Givaudan sites, according to rule of the preferential origin.

Make Tax Digital UK - Responsible to implement and coordinate a project on Givaudan UK office, to comply with the new HMRC regulations (tax authorities) to provide the VAT returns on a digital format.

User Experience FIORI - Responsible to implement FIORI mobile applications in the maintenance department and rollout to all regions. This was an innovative project where we improve the User Experience on SAP processes.

LCMS Stock Management - Responsible to rollout an existing solution called LCMS Stock Management System in South Africa, Switzerland, Egypt and UK

E-Invoice Colombia – Responsible to implement an Electronic Invoice System on the client's offices in Bogota, to ensure the compliance of the invoice data with the Colombia Tax Authorities (DIAN).

SAP / FIORI – Project manager which had the goal to develop mobile solution for Plant Maintenance. The solution was to develop mobile applications which would be compatible with IOS, Windows 10 and Android system.

Inetum (Gfi) Suisse Consulting, Geneva

04/2017 – 12/2017

Project Manager at Solvay

SAP Neptune Application – Responsible to implement a mobile solution on warehouse management (material HU movements, stock count, stock discard, stock replenishment) using scanners / RF Guns in a big factory in Poland and France.

Inetum (Gfi) Suisse Consulting, Geneva

01/2016 – 12/2017

Project Manager at Givaudan

SAP / LCMS – Project Manager – Responsible to implement a sampling system called LCMS (Laboratory Compounding Management System) on the LATAM (Latin America) Flavors sites (Brazil, Mexico, Colombia and Argentina).

SAP FI / PTP – Project Manager – Responsible to implement an Account Payable Workflow on a client's site (Brazil, Sao Paulo) for Nota Fiscal validation.

SAP PM / PS – Project Solution Lead – Responsible to develop mobile FIORI applications on Procurement. The project has the goal to develop approval apps for Purchase Order WF, SRM Shopping Carts and Contracts.

SAP PM / PS – Project Solution Lead – Responsible to implement the Plant Maintenance and Project System modules on two new companies/factories on the Flavors division which have been acquired by my client in USA (Carol Stream, IL and Cranbury, NJ).

SAP Archiving – Project Solution Designer – As part of the road map of the SAP S4 HANA implementation was part of the SAP archiving project where the PM Order was part of archiving scope.

Inetum (Gfi) Consulting, Geneve**01/2011 - 12/2015**

Senior Consultant at Givaudan

SAP PM / PS – Project Solution Lead – Implementation of SAP modules “Plant Maintenance and Project System” in multiple factory across EMEA and NOAM regions.

SAP PS WF – Project Solution Lead – Responsible to design a new Workflow to approve CAPEX project credit / budgets.

SAP MM Mobility (SAP Fiori) – Project Solution Lead – Responsible to design a solution to implement an Approval WF supported by mobile app's.

Accounts Payable Workflow – Project Business Analyst: Worked with the Finance team to improve the Accounts Payable workflow based on several change requests: new Reporting tool to display the Vendor Invoices, implementation of automatic Goods Receipt flow, Approval flow for the Invoices Receipt vs Goods Receipt/Services Confirmation.

SAP Procurement Project – Project Business Analyst: Worked with the company's Global Procurement team to design a report to display the Approvers and its Substitutes for Purchasing flows: Purchase Order WF, SRM Shopping Cart Workflow, Air Transportation WF and Contracts WF.

Project team lead: Participated as a stream lead on a SAP PM/PS/QM project implementation on several Givaudan sites: - Hungary, South Africa, Singapore, China, Egypt, Indonesia and USA.

Project Consultant: Leading role on a SAP PS/CO project to implement PS module with IT projects.

Accenture, Lisbon**09/2006 – 12/2010**

Business Analyst at Accenture Portugal

Consultant at Refer (Transportation)

Participated on a web Portal (Netweaver) implementation project to support all SAP PM tasks and functions.

Senior Analyst at CATOCA (Diamond Mining)

Participated on an SAP PM implementation project for Angolan Diamond Mining company.

Senior Analyst at ZON (Communications & Media)

The project was made on a media/communications company where I was responsible to handle several interfaces within SAP FI/CO module.

Analyst at Unilever (Consumer Goods)

Participated on an SAP PM implementation international project on several European Unilever plants (Italy, UK, Spain and Netherlands).

Analyst at Refer (Transportation)

Participated on an SAP DMS (Document Management System) implementation project.

Additional Skills

- Agile Project Management Methodology
- RFP coordination, external supplier work coordination
- RAID assessment
- Budgets and financials management skills
- Testing, Training, Cutover coordinator skills
- Comfortable working with cross-functional and cross-cultural teams
- SAP Plant Maintenance (PM/MM) customization skills and functional skills
- SAP MRS (Multisource Scheduling) functional skills
- SAP Document Management System (DMS) customization skills and functional skills
- SAP Quality Management customization skills and functional skills
- SAP SRM (Supplier Relationship Management) functional skills
- SAP MM (Materials Management) functional skills
- SAP CS (Customer Services) functional skills
- SAP SD (Sales & Distribution) functional skills
- SAP Interfaces functional skills
- SAP Finance/Controlling functional skills
- SAP Project System customization skills and functional skills
- SAP Business Intelligence functional skills
- SAP EHS (Environment, Health & Safety) and GTS (Global Trade System) functional skills
- SAP Workflow functional skills
- Trello / HP ALM / Service Now / PPM / One Trust / Jira
- Skilled on Microsoft Office Applications:
- Outlook / Excel / Visio / Tableau / CMS / LCMS / PowerPoint / Word / MS Projects
- SAP S4 Hana functional experience in MM, PM and WM modules

Certifications & Education

Instituto Superior de Gestão (ISG) Bachelor on Management & Economics - Lisbon	July 2006
Economy School, Turin Erasmus Program on Italy, Turin on Economics	February 2006
Accenture Core Analyst School, Chicago IL Core Analyst School by Accenture	May 2008
IPMA/APOGEP, Lisbon Project Manager Associate Certificate	February 2018
Scaled Agile Framework (SAFe) Certified Scrum Master, Geneva	July 2023
SAP SAP S/4HANA and SAP S/4HANA Cloud training course	April 2024
LeanIX Partner Academy Certified LeanIX Practitioner, Zurich	May 2024
OpenSAP Certified Generative AI, SAP	May 2024

Languages

Spanish	— B2
Italian	— B1
English	— C1
French	— A2