



## ANITA-DORA ANDREADIS

Dipl. Inf., MBA

**Senior Consultant/ Project Manager**

German, Born in 1980



SIDEKICK NETWORK  
selected experts

Anita gained several years of experience in IT and Procurement projects – With the focus on IT Project and Rollout Management topics. She was part of big international SAP rollout programs at Deutsche Telekom and Roche, where she had to build the bridge between the rollout affiliates and the central rollout requirements, set up the rollout approach and change request processes, substitute the rollout manager, track deliverables as well as deal with the Roche Project Management Methodology. Anita was also leading a program for several international Europe projects within procurement to meet the KPIs and optimize the processes.



## EDUCATION

10/2005 – 09/2007	<b>Donau Universität Krems</b> Master of Business Administration (MBA) General Management, Strategic Management, Corporate Finance, Project Management
09/2002 – 08/2005	<b>Fachhochschule Hannover</b> Diplom Informatik (FH) Applied Computer Science, Software Implementation, IT Project Management
10/2000 – 08/2002	<b>University Hannover</b> Vordiplom Informatik Applied Computer Science, Software Implementation

## CERTIFICATION

01/2020	<b>Professional Scrum Product Owner (PSPO)</b> , Maxpert
01/2020	<b>Professional Scrum Master (PSM)</b> , Maxpert
01/2017	<b>PRINCE2</b> , Maxpert

## EXPERIENCE & BACKGROUND

Professional experience	15 years professional experience 12 years (international) project and rollout management experience for IT applications
Language	German (native) Hungarian (native) English (fluent)
Industry	Telco Automotive Pharma
Methods & Management skills	<b>(IT) Project and Program Management</b> National & international Project and Program Management, coordination, resource and deliverable planning, reporting and monitoring, Top-Management presentations (agile, waterfall)



### **Rollout Management**

Rollout Management (national, international): SAP ERP, general IT & applications

### **Risk Management**

Risk Management processes and systems, design and implementation

### **Communication and Change Management**

Organization, concept, preparation and implementation of Communication Measures

### **Training**

Training concept, organization and implementation

### **Project Management Office and Workshop Facilitation**

National and international PMO, organization and support, Organization, moderation and conducting management workshops

### **Project Management Methodology (Pharma)**

Tracking and coordination deliverables between IT Quality and Business, Writing of the PMM Documentation, PMM Process and Methodology and ensure the required quality of the all deliverables

### **Defect and Test Management**

Managing Test execution, Test Planning and tracking

Technical skills

MS Office (Word, Excel, Outlook, Project, Visio, PowerPoint)  
SharePoint  
HP ALM  
SAP Solution Manager  
Kanban, Trello

## **PROJECT EXPERIENCE & REFERENCE**

04/2019 – present

### **Deutsche Telekom IT: ERP Program (Bonn) Project Management**

Responsibilities:

- Conceptual design of the strategy and rollout
- Management and Steering Committee Reporting
- Tracking of all deliverables
- Top Management presentations
- Preparation decision paper
- Program set up, approach and organization



07/2017 – 03/2019

**Deutsche Telekom IT: Implementation IFRS16  
(Bonn/ Cologne)  
Communication Manager (international affiliates), Integration  
Management**

Responsibilities:

- Management and Steering Committee Reporting
- Tracking of all deliverables
- Project Planning
- Conducting Workshops and regular meetings
- Monitoring and tracking Test Management, Defect Management
- Preparation Top Management presentations and decision paper
- Managing and tracking interfaces with international affiliates

09/2016 – 06/2017

**T-Systems International: IT Implementation Re-Organization  
(Bonn)  
Senior PMO**

Responsibilities:

- Management and Steering Committee Reporting
- Tracking of all deliverables
- Project Planning
- Conducting Workshops and regular meetings
- Monitoring and tracking Test Management
- Preparation Management presentations

05/2015 – 05/2016

**Roche Diagnostics International AG: A&S Program – DC BI  
(Basel)  
Training & User Community Manager, Project Management  
Methodology Coordinator**

Responsibilities:

- Responsible for all deliverables and their quality within the DC BI Rollout (follow the Roche Project Management Methodology) of Wave 3 (6 Countries in Europe and USA/ Canada) as a part of the worldwide Rollout Program (SAP, BI/Birst, CRM/ Salesforce)
- Alignment with Business and IT Quality
- Set up and organize Trainings for Wave 3



- Define Communication Measures and set up Stakeholder Management Analysis
- Prepare Management Presentations and Support Project Management and Project Management Office
- Set up and implement SharePoint structure and concept
- Setup new meeting structure and concept

08/2014 – 02/2015

**Volkswagen AG: International Rollout of the Travel management System (Wolfsburg)**

**Project Manager, Leading a team of 6 Professionals**

Responsibilities:

- Group wide rollout and maintenance of the Travel Management System (online booking and expenses, SAP)
- Change Request Management: Process evaluation, design and implementation
- Optimization and evaluation of a group wide rollout procedure and collaboration model
- Definition of new reporting structure, project organization and project planning
- Definition and tracking deliverables

10/2012 – 05/2014

**Deutsche Telekom AG: Group wide ERP Program (Budapest) Rollout Manager**

Responsibilities:

- Support and substitute the Rollout Management on central side for the One.ERP (SAP) rollout at Magyar Telekom Rt. (Finance, Procurement, HR and Supply Chain)
- Project set-up. Organization and conducting the kick-off and assessment workshops
- Top-Management presentation and reporting
- Tracking and monitoring the project plan and deliverables

08/2011 – 09/2012

**Deutsche Telekom AG: Group wide ERP Program (Bonn) Senior PMO**

Responsibilities:

- Support and substitute the Rollout Management for the One.ERP (SAP) rollout at Deutsche Telekom AG (Finance, Procurement, HR)



- Top-Management presentation and reporting
- Tracking and monitoring the project plan and deliverables
- Support the creation of a group wide standardized rollout procedure models
- Organization and conducting workshops. Supporting the integration management (interfaces and group systems)
- Alignment and workshops with program stakeholder

06/2008 – 07/2011

**Deutsche Telekom AG: Procurement Operations (Bonn)  
Program Manager, Leading a portfolio of several projects**

Responsibilities:

- Leading the rollout of procurement processes, systems and catalogues within the European National Companies (Operations International Program, OPS INT) and optimization of the procure-to-pay processes (SRM, CPEx, catalogues)
- Leading several sub-projects within the European National Companies (7 Countries in Europe), planning, budgeting and tracking
- Communication and coordination within the central and local teams
- Top Management KPI reporting and presentation
- Conducting meetings, conferences and workshops
- Aligning, supporting and consulting of international stakeholders
- Definition and implementation of reporting structures.

06/2007 – 06/2008

**Deutsche Telekom AG: Procurement Systems (Bonn)  
Project Management Office**

Responsibilities:

- Support the eSourcing Program at Deutsche Telekom
- Organization and documentation of meetings and workshops
- Definition and set-up of a service management process handbook (ITIL)
- Creation of management presentations, guidelines and reporting
- Set up SharePoint Structure



03/2007 – 05/2007

**Deutsche Telekom AG: Procurement Systems (Bonn)  
Project Member**

Responsibilities:

- Creation of a process handbook for procurement systems

09/2006 – 02/2007

**T-Systems International GmbH (Bonn)  
Project Member**

Responsibilities:

- Creation of a business case
- Analysis and documentation of costs in several areas/ departments as preparation for the CMS consolidation

09/2006 – 02/2007

**Public service for research and education (Dresden)  
Project Member**

Responsibilities:

- As-is Analysis in eLearning within the T-Systems Multimedia Solutions GmbH
- Conduction analysis and documentation. Structuring the IT as-is services

**PUBLICATIONS**

**“IT Risikomanagement leben!”, Springer Verlag**

Risk Management handbook, processes and IT risk catalogue incl. description and how to handle