



## PABLO SOTELDO

Senior Consultant



SIDEKICK NETWORK  
selected experts

- Senior Project Manager with more than 15 years' experience, with a track record on managing, delivering, on time, budget and quality multi-million-dollar SAP implementations in EMEA, US, LATAM and APAC
- An expert negotiator with multi-lingual verbal and written communication skills and the ability to build and leverage strong relationships with culturally diverse stakeholders, including senior level (CFO, CPO, VP & Directors), technical staff, end users and vendors
- Expertise in the alignment of IT strategies and portfolio management, also in the development and implementation of systems and project management best practices; delivering substantial financial benefits to the IT organization and the business



## EDUCATION

2003 – 2005 **Universitat Politècnica de Catalunya, Spain**  
Master of Science (M.Sc.), Applied Mathematics

1994 – 1999 **Universidad Bicentenario, Venezuela**  
Bachelor of Science (Hons) in Systems Engineering

## CERTIFICATION/ FURTHER EDUCATION

2007 – 2008 **Advanced Project Management, Stanford University**

## EXPERIENCE / BACKGROUND

Professional Experience 15+ years

Languages Spanish (native)  
English (full professional proficiency)  
German (full professional proficiency)  
Portuguese (Elementary proficiency)

Industries Telco  
Pharma, Healthcare  
Banking  
Tourism industry  
Information Technology & Consulting  
Semiconductors  
Logistics

Methods and Management Skills Project and Program Management (Agile & Waterfall Methodologies)  
Rollout Management  
Project Management Office (PMO)  
IT Outsourcing  
Integration Management  
IT Service Management (ITIL)  
Business Analysis  
Purchase-to-Pay  
Supplier Enablement and Communication  
Sourcing  
Risk Management  
Requirements Management  
SAP Implementation  
Information Technology  
Data Conversion and Migration Strategy  
Cut-over Management  
Training



Test Management  
Stakeholder Management

Technical Skills

Jira, Trello, Confluence  
Microsoft Office  
SAP Ariba, MM, FiCo, S/4Hana  
Data Center: Servers Servers (UNIX, Linux, Windows) & LAN, WAN, Access  
SQL  
Coupa

## PROFESSIONAL EXPERIENCE

2021 – present  
Remote, Germany

### **DB Schenker** **Adoption Rate Manager, SAP Ariba P2P Implementation**

#### Responsibilities:

- Set the AdoptionRate Plan; by choosing which strategic suppliers and main categories to onboard; supporting local procurement by the Buying/Invoicing Channel Analysis and Activation (Find the best fit for buying and invoicing business use cases and process standards)
- Development of a Supplier Enablement Process to onboard suppliers using catalogs (punchout & static catalogs), Contracts (Release and Non-Release), BPOs, Service POs and Free Text POs.
- The process enabled: resource planning & allocation and clear tracking of activities
- Coordination of supplier enablement and adoption rate activities by tracking activities across various stakeholders: Business Stakeholders, Local Procurement, IT, Suppliers, SMEs, Ariba Program Manager, Change Manager, Service Manager and Procurement Service Center Manager
- Development of an Operations Governance model, whereby the Global Procurement Governance could segregate process and systems modules; MDM, Process Owners, Service Management, Accounting Operations, Contract Management & a CIP (Continuous Improvement Steering)
- Led the S2C & P2P Process Improvement by developing Best Practices and ensure these were implemented according to global policies in "live" countries



01/2021 – 04/2021  
Remote, Germany

**Xoomworks**  
**Project Manager, Coupa Implementation**

Responsibilities:

- Project manager of the implementation of Coupa (Invoicing) in the SSB AG (Stuttgart), including managing a European dispersed team of 12 (including Coupa as an external implementation partner)
- Moderation of requirements workshops, acting as the key point of contact between senior stakeholders, IT specialists, external consultants, internal staff and Coupa
- Project tracking (RAID logs), project reporting and moderation of Steering Committee meetings
- Preparation of Hypercare activities and issue tracking post Go-Live
- Leading of Change Management workshops to adapt the Xoomworks CM Framework to SSB CM needs, requirements, communication, and training needs during the rollout

2019 – 2020  
Munich, Germany

**INFINEON**  
**Project Manager, Ariba Rollout**

Responsibilities:

- Managed the Go-Live of Ariba Buying and Invoicing with SAP S/4 HANA in Germany, Singapore and Malaysia including managing a globally dispersed team of 43 (including SAP Ariba as an external implementation partner)
- Gathered technical & business requirements, acting as the key point of contact between senior stakeholders from Finance, Procurement, PMO, including engineers, IT specialists, business key users, offshore consultants, and SAP Ariba staff.
- Developed a detailed cutover plan for the configuration of interfaces, migration of data (purchase orders) and post go-live activities, including disaster recovery (rollback plan); coordinating efforts with the central cutover team, business stakeholders, power users, business analysts, IT staff and SAP Ariba, which ensured a very smooth Go-live
- Ensured the migration of more than 28k open POs from the SAP legacy system into Ariba and S4, ensuring 99,8% of upload success rate. Input into quality gate reviews for all cutover related activities.
- Managed and ensured the execution of End User Training (EUT)



- Coordination of Hypercare activities and issue tracking post Go-Live
- Designed a Kanban Board on Jira to manage the tracking and reporting of BRs, issues, and actions; held two weekly and one bi-weekly meeting to review items and allocate resources accordingly

2017 – 2018  
Sydney, Australia

**AstraZeneca**  
**Project Manager, Ariba Rollout APAC**

Responsibilities:

- Project managed the full life cycle implementation of Ariba Buying and Invoicing with SAP S/4 HANA in Australia, Japan and China, including managing the performance of a globally dispersed team of 35 (including an external implementation partner)
- Successfully adapted global P2P processes to suit local requirements, enabling the Global Procurement Team to have transparency on indirect spend, allowing sourcing managers to renegotiate key contracts
- Developed a detailed cutover plan for the configuration of interfaces, migration of data (purchase orders) and post go-live activities, including disaster recovery (rollback plan); coordinating efforts with power users, business analysts, IT staff and an external implementation partner (Infosys).
- Managed the development of test cases and executed User Integration Testing (UIT), User Acceptance Testing (UAT), System Validation Testing (SVT) and End User Training (EUT), providing post go live support
- Implemented and finalized the first SAP Ariba workstream in Japan (pilot country), which allowed the Global Project Team to showcase the project to other business units and secure their engagement for future rollouts

2015 – 2017  
Australia, Brisbane

**Queensland Health**  
**Senior Project Manager, P2P Rollout (SAP S/4Hana)**

Responsibilities:

- Managed the successful P2P (SAP MM – SAP FICO) rollout in the QH's procurement organization, which involved supervising and mentoring local/offshore consultants through detailed design, build and test activities as well as coordinating User Acceptance Tests (UAT), System Validation Tests (SVT) and End User Training (EUT)



- Designed the PM methodology to generate project status reports, enabling senior management (C-Level) to use these key metrics to approve additional project spend and inform key senior sponsorship about project status
- Ensured the new P2P processes were compliant with QH procurement standards and implemented new enhancements based on deep data analysis and compared with current processes, which allowed the procurement organization to re-organize the team and work in a more structured manner
- Supported the Change Manager as an active member of the Change Advisory Board, including contributing to the communication strategy, organizing training workshops and engaging key stakeholders from IT, corporate procurement and local business units by highlighting how the Ariba software would streamline operations

2013 – 2015  
Germany, Darmstadt

**Merck KGaA**  
**Associate Director, Corporate Procurement**

**Responsibilities**

- Provided direction and leadership as the head of supplier relationship management (vendor management) and contract management processes and systems globally, effectively leading a team of 8 procurement professionals while overseeing relationships & communications with key systems vendors and securing approval for procurement projects from VPs and CPOs
- Directed the design of the new SRM process strategy, including identifying process flaws and building interfaces with major procurement processes such as S2C, P2P, vendor data and risk management
- Started the rollout of P2P, S2C in SAP Ariba globally, overcoming various challenges associated with working a highly diverse environment with several legacy systems.
- Reduced costs by EUR\$20 Million by developing a plan to improve the process for contract management rebates which enabled the business to track and review rebates on a quarterly basis.
- Delivered EUR\$40 Million in savings over a 3-year period by establishing and executed the 'ICT Preferred Supplier Program' which consolidated 80% of supplier spend with 3 top tier ICT suppliers



2010 – 2013  
Germany, Darmstadt

**Merck KGaA**  
**Senior Project Manager, P2P Rollout**

Responsibilities:

- Saved up to EUR\$2 Million in consulting costs by creating a global P2P business process templates and successfully completing the SAP P2P rollout in the USA and Europe (exc. Germany), which the company had failed to implement for the previous 5 years
- Led the data migration by preparing and executing 3 test runs for productive load of migration, managing the creation of data extraction and transformation rules; which allowed the smooth migration of 6k open purchase orders
- Developed SAP technical documentation that supported functional and technical teams by providing detailed design and sign off business documentation, build, MD migration and test activities.
- Managed and mentored local and offshore consultants, providing detailed design, build and test activities while promoting back-end process improvement and SAP system deployment best practice
- Gathered functional requirements (RICEFW) for gap detection and business process improvement, including coordinating User Acceptance Tests (UAT), System Validation Tests (SVT), End User Training (EUT), cutover, and post go live activities

2008 – 2009  
Germany, Düsseldorf

**Vodafone**  
**IT Consultant**

Responsibilities:

- Project Management Office
- Program Management
- 1SAP Implementation

2007  
Germany

**Deutsche Bank**  
**Project Manager**

Responsibilities:

- Project Management Office
- Project Management



2005 – 2006  
Germany

**TUI InfoTec GmbH**  
**Project Manager**

Responsibilities:

- Project Management Office
- Project Management - Global Network Consolidation

2000 – 2002  
Venezuela

**AT&T**  
**Service Delivery Specialist**

Responsibilities:

- Coordinating Network Operations Center (NOC) service turn-ups and delivering network services

1998 – 1999  
Venezuela

**IBM**  
**System Administrator**

Responsibilities:

- Network and Server Administration
- 1st and 2nd level Support