

Ruth Nicole MFONGIE
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PROFESSIONAL SUMMARY:

Results-driven procurement analyst with broad international background specializing in Supply Planning, Vendor Relations, and Inventory Management. Strong interpersonal communication and negotiation skills and ability to effectively interact with all levels of internal and external business partners.

Key Skills:

- Supplier Relationship Management
- Core data & analytic skills
- PMP training
- Knowledge of supply chain principles
- Multi-cultural and global cooperation
- Contracting, Negotiations & Communication skills
- French, Spanish & German speaker
- ERP(SAP), Pricing tools, MS Office

PROFESSIONAL EXPERIENCE:

HEC Montreal – Research Assistant in the field of Operations and production Management 01/2023 – May 2024

- Support research projects in SC Risk assessment to ensure a resilient SC.
- Conduct research to identify potential suppliers and evaluate their capabilities.
- Support companies by using data from sales, inventory, and production to create forecasting models.

Procurement financial analyst 07/2021 – 12/2022

Signify, Burlington MA, Boisbriand QC, *World leader in connected LED lighting systems, software & services*

- Analyzed data and developed strategies to find new cost-savings opportunities for assigned commodities.
- Conducted competitive analysis to identify pricing opportunities and threats in the market.
- Generated (e)RFQ, RFI, RFP and reviewed processes to align with supplier strategy.
- Conducted performance evaluations to ensure SLAs are met.
- Managed vendor relationships and prepared documentation for supplier audit.
- Established effective communication with internal and external stakeholders.

Procurement Assistant 01/2018 – 09/2019

State Street, Greater Boston Area, MA

American worldwide financial services holding company

- Reviewed and maintained procurement policies and processes for RFQ, RFI.
- Collaborated with cross-functional teams to streamline procurement processes.
- Developed, executed project, and process plans, implement policies & procedures to meet operational goals.

Digital Marketing Procurement Analyst 03/2016 – 12/2017

Propel Marketing, Greater Boston Area, MA

Digital Marketing Company now Thrive-Hive

- Conducted RFI, RFQ, RFP to select vendors and to expand the supplier base.
- Communicated legal, technical, and commercial aspects of contracts.
- Negotiated contract under direction of the Procurement Manager.

Project Lead

Caisse Desjardins Hull-Aylmer, Gatineau, Canada

02/2014 – 11/2015

Cooperative financial group in Canada

- Worked on deliverables with contributions managers ensuring business objectives are met within timelines.
- Managed and communicated roadmap and budget.
- Prepared reports and status updates for project sponsor and decision makers.
- Managed internal and external stakeholders.

EDUCATION

- Master of Science in Global Supply Chain 2024
HEC Montreal, Canada
- Bachelor of Business Administration – Supply Chain & Finance 2014
University of Québec, Gatineau, Canada
- Master's Degree in Linguistics (German, Spanish) 2010
University Albert-Ludwigs of Freiburg, Freiburg, Germany