



My name is Suzanne Bol, I am 26 years old and I am from Holland.

In my spare time I like to fitness, yoga, cook, dance and play games.

Although I am enjoying my present job, I am currently looking for a temporary job in Bangkok for 5 to 6 months, starting from July or August 2016.



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Suzanne Bol



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Oct 2011—now **Profource - Oracle eBS Business Consultant**

Profource is a sparring partner for both new and existing adopters of Oracle Applications. Profource aligns business processes with the possibilities Oracle Applications has to offer and report possible improvement that can be made to the enterprise software. As an Oracle eBS Business Consultant I work on secondment. In almost 5 years of working experience, I've been hired by four different companies; Schiphol Group, De Lage Landen, The Custodial Institutions Agency (a department of the Ministry of Security and Justice) and The Netherlands Enterprise Agency (a department of the Ministry of Economic Affairs).

Within these four companies, I've fulfilled different roles. Below there is a detailed description of three of these roles.

Jun 2015—Okt 2015 **Projectmanager Contract improvement**

Over 2014 the Public Audit Department (ADR) ascertained that measures taken by The Custodial Institutions Agency over 2014 to improve procurement management have been insufficient. The ADR found that procurement records and the contract register is still incorrect and incomplete. These conclusions have led to the Project Contract Improvement. In my role as a Projectmanager at The Custodial Institutions Agency I performed the following activities:

- The establishment of proactive contract management from the Shared Service Center to customers;
- Monthly reporting on key performance indicators;
- Monitoring and ensuring the quantity and quality of work;
- Connecting colleagues and departments to encourage collaboration.

Aug 2014—Jun 2015 **Procurement Process Coordinator**

The Custodial Institutions Agency is a department of the Ministry of Security and Justice. CIA has a deficiency in the contract register because of inaccuracy and incompleteness. After analysing and improving the 50 largest contractors, all 3000 local contracts must meet the requirements as well. In my role as Procurement Process Coördinator I performed the following activities:

- Managing and coordinating 15 contract managers;
- Ensuring a proper quantitative division of labor;
- Monitor and report the workload and lead time;
- Establish the process contract management;
- Make proposals for improvement;
- Set up an interdepartmental communication structure

Jun 2013—Jul 2013 **Quickscan Advisor**

In October 2011 De Lage Landen (DLL) has replaced its Financial system from ILS (International Leasing System) for Oracle eBS. After my role as accounts payables employee, I was asked for a quickscan at another department of DLL; Contract Management and Support. Within two months I inventoried and analysed if processes could be more efficient and qualitatively. The result was a recommendation plan with the essential knowledge, structure and team.



Goal oriented

Enterprising

Decisively

Stress resistant

Solution oriented

Communication

Teampayer

Planning and organizing

Customer oriented

Comitted and loyal

Independent

Analytical



Oct 2015—now **Owner at Koopleggings.nl**

Koopleggings.nl is a young webshop that sells unique qualitatively leggings for the best price. The leggings could be used for fitness, yoga, running, or any other activity. As owner of the webshop I do the procurement, webshop development, e-Commerce and SEO, sales and marketing, logistics, inventory and administration.



2007—2011

**Facility Management (Bachelor degree)
Minor Management & Consultancy**

Hogeschool Rotterdam

2006—2007

Hotel Management

NHTV Internationale Hogeschool Breda

2003—2006

**HAVO
Economy and Society**

Stedelijk Dalton Lyceum

2001—2003

Bilingual VWO (Dutch-English)

Stedelijk Dalton Lyceum



2015

Prince2 Foundation

2014

Consultancy Skills (Kenneth Smith)

2003

Certificate in Advanced English (CAE)