|  |  |
| --- | --- |
| Sevil Zaim  MULTILINGUAL BUYER  NATIONALITY: *Bulgarian*  EDUCATION LEVEL: *Master’s*  DATE OF BIRTH: *10/03/1988*  TEL: *+971553212850*  EMAIL: *sevilzaim@live.fr* | oppic.jpg |

|  |  |  |
| --- | --- | --- |
| LANGUAGES | | |
| * English | * Turkish | * Bulgarian |
| * French | * Portuguese |  |

|  |  |
| --- | --- |
| SKILLS | |
| * International Business | * Strategic sourcing & buying |
| * Merchandising | * Negotiations |
| * Expertise in following, evaluating and acting upon trends * Business Planning * Product development | * Ability to work with different nationalities and in different business cultures * Vendor Management and development * Extensive knowledge of international markets ( Europe, Far East, Middle East, Africa) |
| * Analytical, creative and detail-oriented |  |

# 

# 

# EXPERIENCE

## Canon Middle East, Dubai, UAE *- Supply Chain Specialist*

JUNE 2015 - PRESENT

**Responsibilities**

* Supply Planning and Order Management
  + Monitoring order flow and ensuring timely delivery
  + Supply planning for all regions
  + Engaging with customers to review service performance
  + Enhancing order fulfillment and execution
* Freight Management
  + Key contact amongst Canon distributors, shipping agents and transporters
  + Ensuring smooth flow of outbound merchandise
  + Monitoring set KPI’s of service providers
  + Review and negotiation of provided service
* Vendor Management
  + Supervision and coordination with third party service providers
* Reporting, analysing KPIs and action plans
* Product safety and customs regulations
* Expense Management
* Team training and leadership

**Achievements**

* Africa project
* Successful completion of internal projects
* Team Leader
* ‘Supply Chain Community’ project
  + Responsible for the creation and implementation of monthly supply chain based communication to all distributors
* Implemented cost saving actions in outbound operations
  + Streamlined costing documentation procedure, shipping conditions and consolidating shipments
* Continuous achievement of set KPIs
* Monitored developments in Shipping/Customs, analysed and recommended options, improved processes

## Group Pistache, Nice, France *- Buying Manager*

JULY 2011 - MARCH 2015

**Responsibilities**

* Supplier Management
  + Conducting research to ascertain the best products in terms of best value, delivery schedules and quality in order to identify potential suppliers
  + Visiting existing suppliers and building relationships
  + Negotiating and agreeing contracts and monitoring progress
  + Sourcing and purchasing high-quality materials and goods from suppliers across the world
* Production Supervision
  + Travelling to Turkey, Hong Kong and China to undertake first-hand inspections (sampling, design changes, final garment)
* Market and Fashion trends
  + Attending fashion shows, workshops and trade expos
  + Benchmarking against competition
* Product Development and product selection
  + Important creative input
  + Planning & presenting range, product selection& development and seasonal plan
* Analysis & Merchandising
  + Develop product buying plans to meet key business objectives & financial goals
  + Budgeting & planning OTB's, fast & slow moving styles, colors
  + Analyzing historical data & current trends to identify current & future risks & opportunities
  + Analyzing consumer buying patterns and predicting future trends
  + Control stock management and minimizing stock loss

**Achievements:**

* Successful negotiations with suppliers
  + Improved quality of goods sourced from suppliers in China with no additional financial expense
  + Ensured significant savings by establishing preferred terms of both payment and order quantity
  + Solved conflict situation with a closing out supplier and avoided financial loss
* Identified preferential suppliers
  + Sourced new suppliers and was able to achieve significant savings (30%)
* Established processes in Buying and Supply Chain across the company
* Improved product range selection –sales contribution increased
* Imroved margins
* Improved lead time by 15 days and Landed cost reduced by 10%
* Hong Kong project
  + Participated in creation of Hong Kong company in order to improve Supply Chain operations and shorten turnaround time

**Brands:** *Desigual, Akhesa, Karen Ritzi, Aventures des Toiles, Lasagrada, Frank Anna, Viccio*,

## Le Grand Bleu, Gustoso Nice, France *- Buyer*

JANUARY 2008 - JULY 2011

**Responsibilities:**

* Direct and indirect buying
* Sourcing and purchasing of high quality products from South of France and Italy
* Visiting sites and identifying professional suppliers
* Supervising and training staff
* Assisting CEO and having an input in decision making process

**Achievements:**

* Ensured constant delivery even during periods of product shortage
* Established strong and long-term relationship with French and Italian suppliers
* Successful negotiations that led to cost saving

# EDUCATION

## IAE, Nice (France) *- Master 2 in International Business and Management (MBA Level),* 2012 - 2013

* Financial Management
* International Management
* Risk Management
* International Contract Law
* International Business Plan
* Intercultural Negotiation
* Incoterms, Custom Regulation & Logistics

## Universite de Nice Sophie Antipolis, Nice (France) *- Master 1 in Applied Foreign Languages (English-Portuguese) and Global Economics, 2010-2011*

* English & Portuguese language and civilization
* Business Negotiation
* Economics and Global Politics
* Business Communication

## Universite de Nice Sophie Antipolis, Nice (France) *- Bachelor’s in Applied Foreign Languages (English-Portuguese, 2007-2010*

* English and Portuguese
* Marketing
* Business Management
* Law
* Economics

# 

# CERTIFICATES & AWARDS

**Universita Bocconi, Milan (Italy)** *- Management of Fashion and Luxury Companies*

## University of Michigan, USA *- Successful Negotiation: Essential Strategies and Skills*

## French Chamber of Commerce, Nice (France) *- CCEF Certificate (An award given by the French Chamber of Foreign Trade – an organisation sponsored by the Prime Minister of France. It is awarded for attendance and participation in sponsored events and through a final evaluation test)*

**Canon Award “Develop us”** *–Have been nominated by colleagues at Canon for being goal- oriented and collaborating to over achieve the budget and support sales*

**Canon Award “Drive Efficiency”** *– Have been nominated by management at Canon for having proactive approach and finding solution to a very critical situation and ensuring deadline was met, despite several challenges*

**COMPUTER SKILLS**

* Microsoft Office
* Sage
* Oracle
* Texas Win
* Cylo