

CURRICULUM VITAE - DANIEL BISCHOF

PERSONAL INFORMATION

Name Daniel Bischof
Address Lavington -Nairobi
Telephone +254715058272
E-mail Daniel.bischof@bdelo.com
Nationality Swiss / Kenyan
Date of birth 18/02/1970
Marital Married with two daughters



EDUCATION

Dates	Institution
1977-1983	Primary School Heiden
1983-1986	Secondary School Heiden
1986-1990	Heiden - Technical Certificate – Furniture construction / Making
1996-1997	Management School of St. Gallen: Specialist in Business Administration and Applied Technical Management, Federal Diploma of Higher Education

TRAINING / DEVELOPMENT

2000	Purchasing Effective Results- SVME
2000	Leadership Foundation - BWI ETH Zurich
2001	Negotiation skills / communication skills - SVME
2001	Project Management Foundation- BWI ETH Zurich
2001	Conflict Resolution -BWI ETH Zurich

WORK EXPERIENCE

Dates September 2010 to till now
Self Employed Founder of Bdelo Ltd. in Kenya
Bdelo is an award-winning market leader in the production of healthy & tasty Maize Tortilla Chips & Tortillas that are 100 % naturally seasoned, gluten & preservative free for customers searching for healthier snacks, while serving as a nutritional boost for allergic, vegetarian and HALAL individuals. Bdelo thereby contributes to healthier diets while sourcing from small holder farmers.

Dates May 2007 to August 2010
Employer ZKD Limited, Kleindoettingen Switzerland
Position Purchasing & Procurement Manager
Main activities and responsibilities

- Analyze market and delivery systems in order to assess present and future material availability
- Develop and implement purchasing and contract management instructions, policies, and procedures
- Participate in the development of specifications for equipment, products or substitute materials.
- Review purchase order claims and contracts for conformance to company policy
- Locate vendors of materials, equipment or supplies, and interview them in order to determine product availability and terms of sales

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- Prepare and process requisitions and purchase orders for supplies and equipment
- Represent company in negotiating contracts and formulating policies with suppliers
- Responsible for overall smooth operations of the purchasing department
- Training of apprentices
- Support the development of products and parts
- Maintain supplier relationship and network
- Participate in management meetings

Dates May 1998 to April 2007
Employer Haworth Company (Elan Florian Weber), Menziken Switzerland
Position Buyer / Purchasing Manager
Main activities and responsibilities

- Develop and implement purchasing and contract management instructions, policies, and procedures
- Working with production on product development and material requirement
- Acquiring materials and parts needed
- Developing and maintaining of supplier base
- Structuring product contracts
- Studying sales records and inventory levels
- Placing orders and checking shipment
- Controlling departmental budgets
- Appraising products and services

Dates April 1997 – November 1997
Employer Ernst Wieland Limited
Position Technical Administrator
Main activities and responsibilities

- Coordinating and arranging factory production plans.
- Facilitate new product development, product reviews, evaluation of competitors products and benchmarking
- Coordinates materials or special projects for assigned technical staff or individual which may include preparing material/reports, distributing, and editing, formatting and proofreading material.
- Maintains records and data utilizing various automated systems which may include creating database/server, developing tracking systems/spreadsheets, setting up files, etc.
- Resolves problems and/or discrepancies which may involve research and data collection.

Dates April 1991 – November 1995
Employer Edelmann AG / F. Wüst AG/ Gehrer
Position Furniture / cabinet Construction Specialist
Main activities and responsibilities

- Design and construct furniture of all sizes and complexities

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PERSONAL SKILLS

LANGUAGES & IT

Mother Tongue German

Fluent English

Basic French

Basic Swahili

IT skills Special knowledge supports DOS & *CNC technology*
ERP Swing) & SAP
Programs MS Office programs, MS-project & PageMaker
Lignos ERP (AS400)
Quick Books Manufacturing Accounting System