

# SABRINA ZBINDEN

## STRATEGIC PURCHASING PROFESSIONAL

### SUMMARY

A resilient, flexible and highly organized purchasing professional, able to think strategically and execute complex operational initiatives that optimise business performance. Brings a structured and methodical approach to effectively fulfil purchasing orders and requirements while successfully navigating cross-functional and supplier relationships to deliver authentic value. With a sharp commercial acumen and project management skills, Sabrina identifies and executes opportunities to reduce costs and increase efficiencies across all aspects of the business.

### CONTACT

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### EXPERTISE

Purchasing Management  
Strategic Purchasing  
Process Optimisation  
Cross-Functional Collaboration  
Negotiation  
Supplier Management  
Procurement  
Multi-National Operations  
Project Planning & Management

### EDUCATION

- Purchasing Specialist with Federal Diploma | 2020
- English Language Stay in San Diego, USA | 2018
- Spanish Language Stay in Samara, Costa Rica | 2018
- First Certificate in English  
B2, Küssnacht | 2017
- Commercial Apprenticeship, Weggis  
Certificate of Competence, Accounting  
System Certificate  
Profix, Diploma Computer Science - User II  
SIZ  
2013 – 2016

### WORK EXPERIENCE

#### Key Account Manager

##### Pacman – CCL, Dubai | December 2022 – Present

Identify and cultivate customer alliances that align and support growth and market expansion; create detailed account plans to track partner progress and achievement to revenue and milestone goals. Recognised for strong commercial awareness, with the ability to identify growth opportunities, identify strategic growth sectors to increase and stabilise turnover.

- Demonstrate outstanding sales and negotiation skills to proactively secure contracts with numerous key clients, building rapport and forging solid relationships to engender trust and encourage repeat business.
- Apply commercial thinking to build up a strong portfolio of contacts, arrange client meetings and agree beneficial terms of business with clients.
- Formulate strategies and implemented effective sales techniques to target new accounts, make contact with existing and prospective sales.
- Propel results by setting personal goals that supported company development objectives, proactively contribute towards the achievement of financial goals to reach sales targets.
- Develop strategies to deepen relationships with key clients and grow revenue through joint strategic planning that encompasses product, marketing, and sales initiatives.

#### Purchasing Manager Packaging & Project Management

##### J. Carl Fridlin Gewürze AG | May 2019 – Aug 2022

Worked collaboratively across business departments to define and execute strategic and operational purchasing initiatives. Accountable for all aspects of contract agreements, order monitoring, supplier liaison and negotiations.

- Drove key optimisations of packaging, inquiries, independent negotiations, maintenance of project plans and opening of new articles to ensure operational efficiency.
- Delivered cost savings of 20% by sourcing new suppliers to provide cheaper packaging at the same quality level.
  - Ensured the supplier possessed all required certificated, completing a self-evaluation form.
  - Distributed the sample across all departments to ensure its fit for purpose.
- Negotiated payment terms with a and b suppliers, and the change from contract to a consignment agreement. Saved money on early payment discount and better delivery terms.
- Spearheaded all related outsourcing, price negotiation and supplier relationship activities.

#### Career Break | August 2018 – February 2019

#### Customer Service & Export Coordinator

##### Andy Mannhart AG | October 2016 – July 2018

Spearheaded sales administration and purchasing duties for major European markets as well as Turkey, Stan countries, Vietnam, Egypt, South Korea and Cruise-Liners. Led preparation of offers for customers worldwide, leveraging country-specific calculation of the products and clarification of transport costs to ensure accurate processes.

- Oversaw purchasing activities from suppliers, leading all aspects of checking the individual positions and prices, clarification of the pre-purchase costs and placing of orders.
- Led domestic and international dunning process, including correspondence in both English and German.
- Led the purchase to sale process of hotel restaurant equipment, including price negotiation, transportation to the Hotel, Chef or purchasing agent providing strategic oversight.

#### Additional Employment History

#### Customer Service Coordinator

##### Thermoplan AG | August 2016 – September 2016

#### Distribution & Administration Assistant

##### Thermoplan AG | August 2013 – July 2016