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## PROFILE

Dynamic Strategic Sourcing Executive with extensive experience in directing strategic sourcing initiatives, developing demand management and operating procedures to drive productivity, reduce costs and minimize risks. Expertise includes leading cross functional teams to maximize performance and achieve optimum savings results. Consistent record of achievement in:

- Leading contract negotiations
- RFP development and vendor selection process
- Implementing e-procurement solutions/ e-sourcing solutions
- Management and implementation of supplier certification process
- Conducting market research and benchmarking efforts to identify market trends
- Supplier performance management
- Project management and analytical skills
- Initiation of change management projects
- Implementation of policies and procedures to ensure compliance
- Development of supplier quality assurance programs to track supplier key performance indicators (KPI's)

## PROFESSIONAL EXPERIENCE

**CITIGROUP**, New York, N.Y.

**2005 - 2009**

**Senior Vice President- Citi Procurement Services (Office Products & Services)**

Directed Procurement Strategies for Travel, Logistics, Office Services, Office Supplies and Equipment. Led strategic planning, development and execution of critical programs, policies and systems to contain costs, increase efficiencies and drive supplier performance.

- Achieved year over year cost savings of \$42 Million which exceeded the departmental savings goals and objectives by 45%.
- Implemented new office print optimization strategy which was able to provide a cost savings of \$9-10 Million per year.
- Negotiated new contractual pricing for incumbent records management supplier which decreased service fees by 42%.
- Developed and negotiated Global Courier RFP to reduce costs and rationalize the supplier base and achieved a 10% cost reduction
- Finalized new Airline contracts resulting in 15% year over year cost reduction while achieving minimum market share requirements.

**Senior Vice President, New York Support Group**

**2001 - 2005**

Managed Non-technical Strategic Sourcing department to leverage the capability of the professional services vendors and the print commodity vendors. Led the sourcing of professional services for technical consulting and temporary staffing, and sourcing strategy for all print commodities including print supplies, forms, envelopes, paper, commercial print, stationery, etc.

- Managed and developed best practice sourcing strategies for technical temporaries. Developed cross functional team throughout various Citigroup businesses. Implemented best practice sourcing strategies for the firm. Sourcing initiatives included human capital strategy to leverage corporate buying power and support \$1 Billion dollar contingent workforce category.
- Collaborated with Citigroup Global Print Team to develop request for proposals (RFP's) to leverage \$200 million spend for total print including forms, envelopes, stationery supplies and plastics for the firm. Cost Savings achieved \$9 Million, Cost avoidance savings achieved \$20 Million
- Implemented Oracle P2P electronic procurement system for Citibank and the Corp. Investment Bank.

**SALOMON SMITH BARNEY INC.**, subsidiary of Citigroup, New York, N.Y. **1999 - 2001**

**First Vice President, Director of Purchasing & Legal Contracts**

Managed the Corporate Purchasing and Legal Contracts Group for the Global Corporate Investment Bank (GCIB) consisting of 45-50 people. This group procured Technology (Hardware, Software and Services) office supplies and equipment for the firm.

- Managed and led contract negotiations for major technology purchases including mainframe, hardware, telecommunications, software licenses and internet related projects.
- Developed request for proposals (RFP's) for various office equipment, supplies and major technology purchases.
- Directed the search, review and evaluation of a front-end web-based procurement system to replace a mainframe legacy system. Negotiated the contracts for the implementation and deployment of this system throughout the firm.

**MERRILL LYNCH, PIERCE FENNER & SMITH, INC.**, New York, N.Y. **1983 - 1999**

**Vice President, General Purchasing**

Managed the purchasing of all office equipment, forms, paper, envelopes, and stationery for all home office and branch offices. Managed and directed 18 people including staff in five home office locations: New York, Princeton, Somerset, Piscataway, Denver and Jacksonville.

- Managed the development of RFP's, bid analysis and vendor selection for all National Contracts.
- Developed and implemented marketing strategy for the Merrill Lynch Purchasing Card Program
- Streamlined the purchasing functions by implementing electronic processes to reduce purchase order transactions including intranet/internet requisitioning and electronic billing.

**Manager, Consulting Services** **1985 - 1987**

Managed the firm wide use of systems consulting services (\$35 million)

- Negotiated contracts for all systems consultants.
- Developed and implemented an approved vendor list for systems consultants.
- Established a standardized rate scale for all system consultants.

**Manager, Technology Acquisitions** **1983 - 1985**

Managed the development and implementation of contracts for all software and software development projects.

- Negotiated all contracts for the procurement of all software development contracts including payments based on milestone schedules.
- Negotiated software license agreements for all mainframe software.

**EDUCATION**

Queens College, City University of New York, Master of Science, Education

Queens College, City University of New York, Bachelor of Arts, Education