

Oliver Engfer

Consultant . Interim Manager . Projekt Manager

Contact

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Proficiency Skills

- Interim Management
- Project Management
- Construction & tenant build-out
- Office Move, Relocation
- Facility Management
- Procurement
- Cost reduction & avoidance
- Category Management
- Tender & Negotiation
- Process Improvement (P2P)
- HR-/Workforce Mngmt/MSP
- Outsourcing
- Change Management
- Construction, Real State
- Hospitality and Events

Branches

- Banking & Insurance
- Law firms
- Pharma
- Oil & Enegry
- Manufacturing
- Media & Print
- Aviation
- Service Provider
- Consulting
- Hospitality & Tourism
- Food Processing Industry

Profile

Experienced Project & Procurement Manager with a > 20y track record in a wide range of procurement commodities (direct and indirect), Facility Management, Construction and Relocation / Move Management as well as planning of new offices implementing workplace concepts. Strong in analysis, negotiation, concept & design and implementation of strategies.
Let´s discuss, how my skills and experiences match with your needs and project challenges.

Profile

2026 **Zertifizierter Verwalter (IHK)**
Sparkassen Akademie

2022 **CMC Zertifizierung**
Bund Deutscher Unternehmensberater e.V.

2014 **Executive MBA Finance & Management**
Frankfurt School of Finance & Management

2004 **Dipl. Betriebswirt, Bachelor**
DHBW Ravensburg

Project Tracker (last 6)

Project Manager end2end: RE Search to Office Move
RE search, Tenant build-out, Office Move, Procurement
Law Firm, Düsseldorf

Project Manager Real Estate, planning LP01-05
Lease contract, planning LP01-05, hospitality planning
Event Space Provider, Berlin

Project Manager Restructuring
Backoffice reorganisation, RE platform, cost cutting
Privat Real Estate Fond, Munich

Consultant Office Planning, New Work, Project Mngmt
Office Planning. Office Move, Workplace Concept
Architect & Law firm, Frankfurt

Project Manager Real Estate Search, Office Move
Lease contract, Office planning, Tenant build-out
Tax Firm, Frankfurt

Project Manager Construction & Office Move
Tenant build-out, Office Move, FM & Procurement
Law Firm, Frankfurt



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Project Manager RE, Construction, Tenant build-out, Office Move 2021 – 2026 . 48 month

- Project Management
- Procurement & Contract Mngmt
- Office Planning, New Work
- Reloction Management
- Construction & Defect Mngmt.
- Tenant build-out
- Leed & Well certification

Clifford Chance DUS x Le Coeur . Legal firm . Düsseldorf/London

- 220 employees, 5.800 sqm rental space
- Office Planning: joinery, furniture, lighting, IT, AV/Media, (LP01-08)
- Running project board and steering board meetings
- Interaction with architect, consultants and landlord´s planner
- Management of tender for all project purchases (budget 9m €)
- Contract management (Lease Contract, Purchase Contracts)
- Planning and Doing: Office Move (200 staff), no cartons used!
- Representative of tennant in meetings with the landlord
- Managing tenant build-out unitl handover of the lease space
- Claims & Costs management (defects & errors)
- Leed & Well certification – both platinum standard

Project Manager Real Estate, Planning LP01-05, Hospitality Concept 2025 – 2026 . 12 month

- Project Managment
- Office & Area Planning
- Budget Management
- Kitchen planning (Gastro)
- Tenant build-out
- Hospitality

Spark Europe x Ku´damm Eck . Event Space Provider . Berlin/Frankfurt

- Negotiation lease contract: terms and conditions
- Interaction with RE Consultants and Planning Teams
- Cost and budget planning,
- Office-, Furniture- & Design Planning
- Running tender & negotiations for architect & fitout
- Managing tenant build-out (LP01-05)
- Hospitality concept & kitchen planning (Gastro kitchen, restaurant)

Project Manager Real Estate, Office Planning, Office Move 2024 – 2025 . 10 month

- Lease Contract Management
- Office Planning
- Budget Management
- Tenant built-out
- Relocation

CCtax Steuerberatung x Taunusturm . Tax services . Frankfurt

- Negotiation lease contract: terms and conditions
- Interaction with RE Consultants and Planning Teams
- Cost and budget planning,
- Office-, Furniture- & Design Planning
- Running tender & negotiations for furniture & fitout
- Managing tenant build-out
- Organizing Relocation (45 employees)



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Project Manager Analysis, Stay or Go decision, Real Estate Search 2021 – 2023 . 18 month

- Project Management
- Lease Contract
- Office Planning
- Interviews & Analysis
- Workplace Concept
- Stay or Go decision

Clifford Chance DUS . Legal firm . Düsseldorf/London

- Project Management Pre-analysis, Real Estate Search, Stay or Go
- Analysis of the current office and future needs. Interviews in teams. Presentation of results.
- Development of a new workplace concept
- 220 employees, 5.000-6.000 sqm rental space
- Running project board and steering board meetings
- Setup initial project budget (8m €)
- Managing RE Consultants to find a new lease (end of 2026)
- Lease Contract Negotiation
- Result: GO

Project Manager Office & Area Planning, New Work, Budget Planning 2021 – 2021 . 6 month

- Project Managment
- Office Planning
- Budget Management
- Contract Management
- Workplace Concept

BilleBeyeScheid x Frankfurt Four. Architect . Frankfurt/London

- Consulted Architect as part of a global project team. Office Relocation with 600 employees, 14.000 sqm office space
- First draft planning of Office Layout and Design
- Development of Future Office Concept (New Work)
- Office Move cost and budget planning (12m €)
- Milestone planning until Office Move in 2025
- Sampling of furniture, Showroom presentation
- Support of Steering Board decision process
- Analysis of Lease Contract (requirements and milestones)

Project Manager Real Estate Search, Stay-or-Go decision 2021 – 2022 . 6 month

- Real Estate Search
- Contract Management
- Office Planning
- Scenario Planning
- Make or Buy Decision

CCtax Steuerberatung . Tax services . Frankfurt

- Consulted a General Manager in a stay-or-go decision process
- Market Research of available Office Spaces in Frankfurt CBD
- Negotiation of terms and conditions
- Interaction with RE Consultants and Planning Teams
- Cost and budget planning, presentation of different scenarios
- First draft office planning of shorlisted lease options
- Support of Steering Board decision process
- Project ends with a stay decision in the current building



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Interim Project Manager HR Workforce Management — 2021 – 2021 . 6 month

- Project Procurement Manager
- Change Management
- Contract Management
- HR Workforce Mngmt
- Temporary Labor (ANU)

Korian Group . Health Care . Munich

- Analysis of group-wide spend for external workforce (ANU)
- Development of Standard Frameworks und Templates
- Implementation of end-to-end sourcing process & guidelines for HR Workforce Management incl. implementation of new Workforce Management Platform
- Negotiation of standard rates and contracts with selected supplier
- Cost savings & cost avoidance. KPIs & Reporting
- Change Management, Coaching & Training of HR & Procurement
- Knowledge Database. Procurement communication concept

Project Manager Construction, Office Move, FM & Procurement — 2019 – 2022 . 36 month

- Project Manager
- Procurement Manager
- Office Planning
- Reloction Manager
- Change Management
- Contract Management
- Construction, Facility Mngmt

Clifford Chance FRA x Junghof Plaza . Legal firm . Frankfurt/London

- Project Management of the companies Office Move, leading 7 workstreams (IT, FM, HR, Comms & Change, Construction)
- 600 employees, 14.500 sqm rental space
- Budget Management & Controlling (> 13m.)
- Moderation of project board and steering board meetings
- Interaction with architect team (interior design, furniture, lighting)
- Tender Management related to all project spendings
- Contract management (Lease Contracts, Purchase Contracts)
- Planning and Doing: Office Move (600 staff), no cartons used!
- Office, Area & Design Planning, IT Infrastructure/Media Planning
- Representative of tennant in meetings with the landlord
- Implementation of a new workspace concept (flex seating)

Project Manager FM Services & Outsourcing — 2020 – 2020 . 6 month

- Strategic Procurement
- Tender Management
- Contract Management
- Facility Management
- Service Outsourcing
- Service Implementation

Clifford Chance FRA x Junghof Plaza . Legal firm . Frankfurt

- Consulting in various service outsourcing initiative
- Consulting in business process improvements and cost reductions (e.g. coming from coffee machine setup or cleaning schedule)
- Provided Business Cases and Input for make or buy decision
- Tender management for Catering and Hospitality Services, Cleaning and Service Outsourcing (Switch Board, Front Desk, Conference Service)
- Contract Management
- Implementation of contracts and services



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Interim Category Manager Indirect — 2018 – 2019 . 7 month

- Strategic Procurement
- Process Improvement (p2p)
- IT/HR Workforce Mngmt
- Managed Service Provider
- Contract Management
- Construction, Facility Mngmt

Axel Springer . Media & Print . Berlin

- Reorganization of Indirect Spend/HR Categories (Consulting, Temporary Labor, HR-Services, Facility Management, IT)
- Development of Standard Frameworks und Templates
- Implementation of end-to-end sourcing process & guidelines for IT/HR Workforce Management
- Cost savings & cost avoidance. KPIs & Reporting
- Change Management, Coaching & Training of Tactical Buyer
- Knowledge Database. Procurement communication concept
- Procurement projects and tenders related to construction of new AS building (e.g. Facility Management Services)

Tender Manager FM Cleaning — 2018 . 4 month

- Facility Management
- Tender Management
- Negotiation
- Contract Management
- Cost savings

Cognizant . IT Consulting . Amsterdam, Frankfurt

- Analysis of contracts & invoices related to Cleaning Services
- Set up of german wide tender (12 Business Units)
- Guidance through selection and decision process
- Negotiation of terms & conditions
- Contract Management. Documentation
- Implementation plan per each Unit

Project Procurement Manager Outsourcing — 2018 . 4 month

- Business Analysis
- Business Case
- Project Management
- Contract Management
- Cost savings

Miles & More (Payment Provider) . Frankfurt

- Support of ongoing project „Callcenter Outsourcing“ (Front & Back Office Callcenter, IT Infrastructure, 15 Mio. EUR p.a.)
- Creation of 5y Business Case (Invest, ROI, Run costs)
- Negotiation strategy
- Creation of framework contracts (prime contractor, services)
- Clarification on invoice procedure and cost controlling



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Interim Category Manager Indirect — 2016 – 2018 . 18 month

- Strategic Procurement
- IT/HR Workforce Mngmt
- Process Improvement
- Change Management
- Contract Management
- Cost savings & avoidance

Lufthansa . Aviation . Frankfurt, Munich, Pilsen

- Reorganization of Indirect Spend Categories (Consulting, Temporary Labor, HR, Facility Management, Construction)
- Development of Standard Frameworks und Templates
- Implementation of end-to-end sourcing process & guidelines for IT/HR Workforce Management and Approval Process
- Organisation of cost savings and tasks workshops
- HR/Labor & Sourcing Strategy for Outsourcing of production capacities to CZ (up to 800 FTE, 12 Mio. EUR p.a.)
- Support of Transformation to Matrix Organisation. Change

Interim Strategic Buyer Indirect — 2016 . 7 month

- Strategic Procurement
- Tender Management
- Negotiation
- Contract Management
- Managed Service Provider
- IT/HR Workforce Mngmt

Deka Bank . Bank . Frankfurt

- Taken over commidies related to Consulting (IT & Non IT), Temporary Labor, HR Services, IT Infrastructure, Software
- Tender Management, Framework Negotiation
- Renegotiation of existing MSP contract (terms, SLAs)
- Support of HR/Callcenter Outsourcing project
- Development along supplier lifecycle process
- Improvement of Procurement tools, IT and Master Data
- Support of external Audit (regulatory)

Project Manager FM Provider Change — 2015 – 2016 . 4 month

- Project Management
- GMP
- Process Improvement
- Balanced Scorecard
- Coaching, Training

Warner Chilcott . Pharma . Darmstadt

- Support of ongoing project „Change of FM Provider“ (Cleaning, Security, Catering, Laundry. 2,5 Mio. EUR p.a.)
- Active risk management during implementation phase
- Process Improvements (Hygeene plan, invoicing, controlling)
- Implementation of Balanced Scorecard
- Coaching of internal buyer. FM & Project Workshops
- Development of a new Catering concept
- Supplier Relationship Management



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Project Manager IT Sourcing — 2014 – 2015 . 15 month

- Strategic Procurement
- Data & Contract Analysis
- IT/HR Workforce Mngmt
- Managed Service Provider
- Coaching, Training
- KPI´s

Helaba . Bank . Frankfurt

- Analysis, tender and contract negotiation of full spend volume related to external IT staff (Consulting, Temporary Labor)
- Redesign of category strategy (risk minimization, compliance, controll of resources & spend)
- Implementation of KPI/Management Cockpit for CPO
- IT Supplier Management concept (internal audit)
- Coaching of internal Category Manager

Consultant M&A & Restructuring — 2015 . 6 month

- Consulting M&A
- Business Plan
- Operations planning
- Restructuring
- ERP implementation

DHP Group . Hospitality . Frankfurt

- Consulting of DHP Group General Manager prior to Acquisition of Public Hospitality in Hospital (8.000 guests/day)
- Assessment of commercial and contructual situation
- Business plan improvement
- Food & Beverage concept, HR planning
- Set up of ERP system and F&B Controlling

Interim Category Manager (SAP, Indirect Spend) — 2013 – 2015 . 30 month

- Strategic Procurement
- Process Improvement P2P
- Contract Management
- ERP Implementation
- IT/HR Workforce Mngmt
- Cost savings & avoidance

Aral BP . Oil & Energy . Bochum

- Support of Global SAP Deployment (data cleaning, data migration, catalogue management, P2P set up)
- Reorganization of Indirect Spend Categories (Consulting, Temporary Labor, HR, Facility Management, Construction, IT)
- Support of sourcing, sampling and product development for patrol station marketing campaigns incl. pick & pack logistic
- Development of Standard Frameworks und Templates
- Implementation of end-to-end sourcing process & guidelines
- Organisation of cost savings and tasks workshops
- Business Process Outsourcing of Operational Procurement
- Implementation of MSP/TPM incl. Software Fieldglass



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Interim Corporate Procurement Manager — 2011 – 2013 . 24 month

- Strategic Procurement
- Tender Management
- IT/HR Workforce Mngmt
- Process Improvement P2P
- Contract Management
- Compliance

Deka Bank . Bank . Frankfurt, Luxemburg

- Taken over commidies related to Consulting (IT & Non IT), Temporary Labor, HR Services, IT Infrastructure, Software
- Tender Management, Framework Negotiation
- Support of cross functional projects (IT, Travel, Catering, FM)
- Selection & Implementation of eProcurement Platform
- Analysis & improvement of P2P process (order to pay)
- Tender and contract negotiation for MSP Solution
- Support of IT project „Outsourcing to indian IT provider"

Senior Consultant (perm.) — 2008 – 2011 . 36 month

- Project Management
- Strategic Procurement
- Process Improvement P2P
- Contract Management
- Cost savings & avoidance

HDP . Business Consulting . Frankfurt

- Implementation of Commodity Strategy „Consulting & external Staff" (RFP, negotiation, reduction of supplier base, savings)
- Analysis and Improvement of P2P process (order to pay)
- Tender for Travel Management (Hotel, Airline, Rental Cars)
- Interim Strategic Buyer (Consulting & IT Services)
- Consulting of Business StartUp (Business Plan, Strategy)
- Market analysis and moderation of sourcing and selection process for eProcurement platform (BME, banking community)

Procurement & Project Manager (perm.) — 2004 – 2008 . 40 month

- Strategic Procurement
- Project Management
- Process Improvement P2P
- ERP Implementation
- Cost savings & avoidance

DO&CO . Catering, Hospitality . Vienna, Frankfurt

- Category Manager and later Head of Procurement (Food & Non Food, Airline Catering Production, Event Management)
- Implementation of corp. Procurement guidelines
- Organization of warehouse, operational procurement, inventory
- Screening of supplier market, products, costs & quality
- Support of product/meal presentations to Airline Clients
- Significant costs savings (e.g. reduction of stock outs)
- Process improvement P2P (order to pay, payment terms)
- Project Buyer for Formula 1 GP worldwide (VIP Hospitality)
- Implementation of ERP System in European Units