

AMINATU YUSUF

PROCUREMENT TRANSFORMATION & OPERATIONS LEADER

Oakland, CA | (801) 710-2641 | aminatu.yusuf@gmail.com | linkedin.com/in/aminatuyusuf

EXECUTIVE PROFILE

Procurement transformation and operations leader with 14+ years building the systems, controls, data infrastructure, and operating models that make procurement scalable, auditable, and decision-ready. Zero-to-one builder across global technology, regulated financial services, and public-sector consulting, with formal people leadership, RFx approval authority, executive influence, and hands-on development of five AI-enabled procurement workflows at different maturity stages.

SELECTED TRANSFORMATION IMPACT

- Built and deployed an approved AI-enabled spend-reporting skill that processes approximately 200,000 transactions per run and reduced an elapsed reporting process from 23 calendar days to 96 seconds, with 28 embedded quality checks and human review.
- Created a procurement front door and standardized intake across 17 business units and six Federal Reserve offices, enabling a five-person team to increase sourcing events 97% year over year.
- Built Expedia's global supplier-governance operating model from zero across six business divisions and the suppliers representing 80% of third-party spend; independently conceived and built five AI-enabled workflows at different maturity stages spanning reporting, category planning, contract controls, supplier prioritization, and frontline enablement.

CORE CAPABILITIES

Transformation: Procurement operating models; intake, workflow and routing; S2P/P2P process design; procurement technology; AI-enabled execution; category strategy; adoption and change leadership

Governance: RFx and contracting controls; supplier data and taxonomy; reporting controls; audit-ready documentation; supplier governance and risk; executive operating cadences

Execution: Strategic sourcing; requirements and process design; performance dashboards; cross-functional program leadership; policy, standards and playbooks; executive decision support

PROFESSIONAL EXPERIENCE

EXPEDIA GROUP | Global

Jul 2022–Present

Sr. Manager of Business Programs, Global Procurement

- Build Expedia's global supplier-governance function from zero and lead its operating strategy, roadmap, systems, data, controls, reporting, supplier engagement, and P2P requirements through enterprise governance, without dedicated resources or formal reports.
- Independently conceived and built five Claude CoWork workflows at different maturity stages across procurement reporting, category strategy, contract-review triage, supplier-engagement planning, and category-manager enablement; lead process design, prompts, controls, testing, and ongoing development appropriate to each workflow's current stage.
- Built and deployed the approved Spend Pipeline Skill, processing approximately 200,000 transactions per run across AP, MSP, Tier 2, supplier, and Finance data; reduced an elapsed reporting process from 23 calendar days to 96 seconds with 28 embedded quality checks, human validation, and executive-ready HTML reporting.
- Created Expedia's first standardized category-strategy framework for FY27 planning, integrating spend actuals, forecasts, sourcing pipeline, expense reduction, cost avoidance, market intelligence, sustainability objectives, and Tier 2/Tier 3 taxonomy. Secured approval from all category directors and the CPO, partnered with the Procurement COE on rollout, trained users, and scaled a three-manager pilot to approximately 30 category managers.
- Serve on the Coupa build and UAT teams, defining supplier-information fields, intake questions and routing, approval workflows, reporting requirements, and responsible-procurement controls; own future training and change management. Design custom Salesforce reports and govern Oracle, SAP Fieldglass, and SharePoint data inputs supporting category planning and AI-enabled analysis.
- Authored supplier-risk and responsible-procurement revisions to existing FSA/MSA templates, the SOW playbook, minimum contracting standards, and Vendor Code of Conduct for Legal approval and rollout. Lead recurring governance across the Procurement COE, category leaders, enterprise data owners, operating teams, and stakeholders in three countries; reporting informs the CFO and CPO/Chief Legal Officer.

FEDERAL RESERVE BANK OF SAN FRANCISCO | San Francisco, CA

Jun 2019–Jun 2022

Program Manager, Supplier Diversity + Business Partners

Oct 2021–Jun 2022

- Promoted within Financial Management to manage the Sourcing Business Partner function supporting 17 business units across six offices and a team that grew from four to five direct reports spanning sourcing and analytics. Hired talent, set priorities, approved work, coached performance, completed reviews, and held the team accountable for program delivery.
- Redesigned the procurement intake front door across 17 business units and six offices; partnered with business leaders and budget coordinators on sourcing strategies, procurement timing, and contract vehicles, enabling the team's 97% year-over-year increase in sourcing events.
- Supported the Federal Reserve System's move from district-specific ERP processes to standardized purchasing in Ariba across 12 districts; contributed process documentation and led training and rollout for the 12th District, strengthening adoption, visibility, compliance, and auditability.

Lead Sourcing Specialist, Supplier Diversity + Business Partners

Jun 2019–Sep 2021

- Exercised required approval authority for in-scope RFx documentation and award recommendations, reviewing requisitions, SOWs, supplier lists, evaluation criteria, renewals, amendments, third-party agreements, terminations, and closeouts for policy compliance, supplier performance, and risk.
- Led category sourcing support across general and IT professional services, HR, consulting, goods, and facilities; expanded qualified supplier participation, assessed capacity for competitive procurements, and increased targeted supplier spend 46% from 2019 to 2021.
- Defined supplier-lifecycle data requirements and built the district's procurement and sourcing reporting function with IT, analytics, contracts, and financial management. Automated disparate-source reporting with Python, created Ariba/Workday/Tableau dashboards, and helped develop a Microsoft Dynamics supplier CRM that eliminated seven spreadsheets from the workflow.
- Produced enterprise and business-line spend, sourcing, onboarding, savings, supplier-performance, and cycle-time reporting for executive leaders and the Federal Reserve's annual report to Congress; trained 12 users on the new processes and tools.

MASON TILLMAN ASSOCIATES | Oakland, CA

2012–2019

Senior Program Manager

2016–2019

Program Manager

2015–2016

Research Associate

2012–2015

- Advanced through three roles at a public-sector procurement and policy consulting firm, moving from research execution into program, people, and client leadership. Led three to five complex engagements annually—typically \$1M–\$1.5M and multi-year—with elected governing bodies, agency executives, general counsel, policymakers, and trade associations as stakeholders.
- Managed five research employees, directed three dotted-line analysts and project consultants, and integrated research, analytics, methodology, quality review, and executive deliverables across procurement assessments, disparity studies, compliance reviews, and program evaluations.
- Audited procurement policies, procedures, and practices against local, state, federal, and USDOT requirements; identified barriers and control gaps, developed legally defensible remediation strategies, and presented findings and policy recommendations at board meetings, public forums, and legislative sessions.
- Delivered work across 37 government clients, including the State of New York, Port Authority of New York and New Jersey, and major California transit agencies; a New York analysis spanned 98 agencies, more than 17,000 EEO reports, and millions of labor hours.
- Developed evidence-based supplier-availability benchmarks, spend-monitoring applications, and contracting goals later adopted by governing bodies, influencing approximately \$3.1B in public-sector procurement opportunities.
- Created a validated nationwide database of more than 200,000 suppliers and a capability-assessment tool covering functional, technical, behavioral, and scalability factors to strengthen supplier intelligence, market analysis, and evaluation.

TECHNOLOGY

Claude CoWork | Coupa | Salesforce | Oracle | SAP Fieldglass | Ariba | SharePoint | Microsoft Excel | Tableau | Power BI

EDUCATION**University of Utah** — B.S., Health Promotion & Education; Minor, African American Studies