
Senior Program Director, Business Executive

NV1 Secret Level Security Cleared Professional

As a results driven, innovative and self-motivated Senior Program Director, Manager and Business Executive I am able to successfully shape and transform the overall structure, framework and capabilities of an entire program of works from concept to handover, engaging with multiple levels of an organisation at any one time. I have delivered many projects that have been failing by implementing a robust plan and structure in place in a short time frame to meet and exceed my corporate level business stakeholder's expectations and requirements on time.

WORKPLACE ATTRIBUTES & KEY BUSINESS SKILLS

- Large-Scale Program Delivery
- Stakeholder Communication
- Drives Transformation & Change
- Managing Budgets, PnL, Risks
- Team Management & Leadership
- SCRUM Methodology
- Agile Framework & Methodology
- Process Improvement Gaps
- Change & Transformation
- Gathering Business Requirements
- Continuous Improvement Skills
- Business Management Systems
- Excellent Stakeholder Relationships
- Strategic Planning & Thinking
- Enterprise Wide Capability

EDUCATION, AFFILIATIONS & MEMBERSHIPS

Masters of Project Management, USQ (GPA 6.14), 2010
Certificate IV in Government (Procurement) PSP 41304, 2009
Bachelor of Business (Economics), QUT, 1999

Level 6 – Master Project Director Certified, CPPD, MAIPM, 2022
Certified Associate in Asset Management, CAAM, 2016

PROFESSIONAL EXPERIENCE

Department of Defence Australia

October 2013 – July 2016

Program Director, Senior Business Improvement Advisor, Change Manager

Key Responsibilities

- Working across a large portfolio of works, the purpose of this role was to successfully program manage the design, implementation and delivery of transformational change program of works working in a Government organisation, geographically and culturally dispersed with an annual budget of AU\$13B+ per financial year;
- Managing and supporting a cross functional, multi-disciplinary team to ensure technical project outputs were delivered on time, whilst maximizing synergy between underpinning projects to enhance change effectiveness;
- Engaging closely with multiple Government stakeholders, agencies and Government officials to ascertain requirements in order to create synergy between 1QMS program goals in partnership with the Regulatory authorities during times of significant transformation and change in the business;
- Ensuring best industry practice and all compliance and regulations are met and delivered across each business function and each business unit working in conjunction with the Australian Air Forces, Director General Technical Airworthiness aligning to the European Military Airworthiness Requirements Standards (EMARs); and the Australian Navy, Defence Seaworthiness Management System implementation portfolio of works;
- Using SCRUM based methodology and techniques to design, develop and then implement a program of small 'sprints' to successfully achieve process improvement and procedural alignment of 97 topics, spanning 7 functions to reduce 6000+ documents to less than 200, creating a managed Service Delivery Model through the consolidation of 36 independent Quality Business Management Systems to achieve one consistent way working;
- Successfully achieved ISO9001 Quality Management System Certification, never achieved before in the business;

- Managed the validation of Governance change management framework policy, processes and procedures to create one 'single source of truth' framework in house for all employees and personnel to use thus saving time;
- Delivered an improved Quality Management System, which successfully identified substantial cost savings and improved the overall structure of the business, resulting in increased employee efficiency, which was an incremental transition to an IT application capable of supporting improved 'real time' business management;
- Embedded a Greenfield enterprise wide capability able to exploit inherent intellectual property, whilst improving overall business resilience and agility implementing new change management plans and an improved structure;
- Successfully achieved the entire program schedule within +/-5% budget gaining significant senior level stakeholder recognition for significant costs saved and the improved structure and framework we now had in place.

Department of Defence Australia

January 2012 – September 2013

Program Manager, Business Improvement Manager, Cost Research & Support Services

Key Responsibilities

- Brought onto this program of works during challenging times where there were many bottleneck issues regarding failing projects in order to put some level of structure back into the program of works in a short time frame;
- Completed a comprehensive assessment and review of all projects, understanding deadlines and project schedules, stakeholder priorities and corporate deadlines engaging closely with the project delivery teams;
- Coordinate the review of all project cost estimates and schedules of works underpinning the 2012 Defence Capability Plan ready for full Government endorsement and approval, successfully delivering the schedule on time;
- Designed and subsequently delivered the draft Defence cost and schedule estimation manual, consolidating numerous Defence wide extant policy into an initial 'draft straw man' communicating the needs and individual requirements of the business with multiple stakeholders working across various levels of Defence;
- Successfully redeveloped the Defence Group policy to reduce duplication, streamline and simplify CDG's cost and schedule estimation policy and processes and overall structure within the business;
- Applied Agile and SCRUM based methodologies, techniques and frameworks to the structure to progressively develop the Defence cost and schedule estimation manual (DEFCEMAN) and improve the system of Defence Instruction (SoDI) application, gaining approval and stakeholder and co-sponsors within each processes.

Department of Defence Australia

April 2011 – December 2011

Program Manager, Business Improvement Manager, Director PIC Analysis

Key Responsibilities

- Brought on to complete a full PIC health check and offer underpinned structure and review industry expertise advice which had been provided to the Government making suitable recommendations for suitable market interventions in order to create business continuity of demand to ensure key industries and skills were not lost;
- Built significant advisory level relationships with industry experts to successfully review and assess the feasibility plan and structure in place and the overall viability of indigenous capability and operationally significant PICs;
- Applied Agile and SCRUM based methodologies, techniques and frameworks to the overall program and structure.

Department of Defence Australia

July 2010 – March 2011

Program Manager, Business Improvement Manager, Director Cost Estimate & Assurance

Key Responsibilities

- Working in accordance with Mortimer review recommendations, tasked to successfully establish a comprehensive review and full assessment of unapproved projects, underpinning the Defence Capability Plan (DCP) to establish a baseline against in which the CEO DMO could endorse the Defence Capability Plan (DCP);
- CEO DMO endorsed the Defence Capability Plan (DCP) following my strategic direction and overall business recommendations, which transformed and shaped procedural improvements;
- Streamlines multiple business processes and procedure during times of transformation and change to allow stakeholders input into overall project, customized new business templates working across environmental and portfolio of works to facilitate the consolidated reports for senior executive decision making;

- Managed and fully supported a multi-disciplinary project delivery team ensuring ongoing active consultation with interdepartmental stakeholders to reduce uncertainty, risk and cost of the review itself.

Department of Defence Australia

March 2009 – July 2010

Business Improvement, Directorate of Engagement, PPP

Key Responsibilities

- Working in the Public Private Partnership business unit, my role was to provide consultative level advice and support to the project delivery teams in Defence obligated to investigate the applicability of PPPs;
- Successfully highlighting the potential impact of PPPs on project risk profiles and consequential effects and overall impact on performance metric applicability communicating my findings to key stakeholders;
- Implemented a Second Level Analysis Report (SLA Report) developed to assess PPP applicability through a process of business tool application, which would supplement the prescribed National PPP Guidelines, Suitability Checklist;
- Introduced a suitable business analysis framework and structure designed to support key stakeholder decision making by demonstrating opportunities for cost saving and benefits to the Defence structure and business model;
- Completed a comprehensive business investigation of outcome based KPI's and KRA's for performance based contracting, bundling, risk to capability delivery, cost reduction potential through 3rd party supplier revenue;
- Successfully scoping out the entire program of works and substantiating my stakeholder recommendations through a 2-Stage Analysis Framework, delivered overall objectives on time with significant stakeholder approval.

PREVIOUS EMPLOYMENT HISTORY

Department of Defence, Program Manager, Business Improvement Manager

Commercial Strategy & Investment, 2006 – 2009

Department of Defence, Program Manager

Procurement and Policy, 2002 - 2006

REFERENCES

Excellent business and stakeholder reference details can be provided upon your request.