# Peter Gryllis

Level 45, 680 George Street, Sydney NSW 2000 ● Phone: 0432 690 878 ● E-Mail: petergryllis78@gmail.com

### Summary

Peter founded Riacci Pty Ltd (Riacci), a small consulting company, in 2016. Riacci provides commercial and project management consulting services to the Department of Defence. Riacci has two full time employees and four sub-consultants. As the Director of Riacci, Peter is responsible for the day-to-day management of the business and is also contracted direct to the Department of Defence as a senior commercial advisor across various Defence projects that range from \$1m to \$1.5b.

In January 2017 Peter also founded Marketmein.com which is an online platform for sellers and buyers of various products across the world. Peter is currently developing a new payment gateway utilising the latest payment technology and methods which will be integrated into marketmein.com and on-sold to other users for a fee. Peter plans to travel to the US in 2022 to approach investors to take marketmein.com global over the next 3-5 years.

# **Consulting Services to Department of Defence**

Director & Owner of Riacci Pty Ltd (riacci.com.au) December 2016 – Current

### • Director of Riacci and Commercial Consultant

- Responsible for day-to-day management of Riacci Pty Ltd: i.e. managing staff and sub-contractors, payroll, managing client projects to meet project outcomes, drafting reports, meeting with clients, negotiating contracts, identifying new business opportunities, advertising etc.
- As a senior commercial consultant to the Department of Defence Peter is responsible for providing commercial advice, leading complex negotiations, drafting contracts, investigating commercial and policy issues, drafting executive briefs and reports, leading workshops, liaising with senior executive (including high ranking Navy and AirForce officials), analysing technical and financial information to draft reports etc. In this role, Peter advises on Navy, Airforce and Army projects. The projects can span across multiple sectors such as IT, maintenance services, software development and support, staff recruitment, Ship acquisitions, foreign military sales and engineering services.

#### Founder of Marketmein.com

Founder (marketmein.com)

January 2017 – Current

#### • Director of Marketmein Pty Ltd

- Responsible for the strategic direction of marketmein.com i.e. marketing, financial planning, software development, business development and supplier management
- Peter currently manages 5 staff across the various areas of the business.
- Marketmein Pty Ltd is currently developing two separate applications that will eventually integrate into marketmein.com



 The development of a payment gateway requires a thorough understanding of the current payment technology, global legislative requirements, software development and AI technology and commercial aspects of this type of application.

#### Consultant to Government

BECA Consultants, Sydney

January 2014 – November 2015

### • Contracts Manager, Sydney CBD

- Senior Contract manager for three large sustainment Contracts for the Navy Frigates.
- Project lead for many of the phase-in projects that related to the Contracts
- Lead negotiator for contract changes
- Commonwealth Representative for all commercial issues with large Defence prime contractors (e.g. Thales, BAE)
- Briefed Program Director weekly with commercial decisions and monthly contract status reports across
  the three contract
- Developed various briefs, reports, contract change documents, presentations, Business Process Rules (BPRs) and program management schedules
- Responsible for interpreting policy and legislation and providing commercial and policy advice
- Lead contract management activities from requirements determination through to contract signature
- Mentored the two graduates within the team and gave them opportunities to grow their skills
- Transferred knowledge to the team to help them build their skills

#### Systems Engineer Fleet Headquarters, Garden Island

- Provided support in drafting Navy policy documentation for the development of the Seaworthiness Assurance Framework
- Developed Project Management schedules using Project and Excel
- Developed excel models to run various scenarios for maintenance activities
- Drafted Business Plans for the Seaworthiness Framework developed swim-lane diagrams to simplify technical processes and the accompanying business processes around the assurance activities
- Oversaw the development of a number of software solutions (related to the Seaworthiness activities) by reviewing and providing feedback to the software developer to ensure a bug-free solution for the client
- First point of contact for the implementation of the Seaworthiness Assurance program (i.e. vessels undertaking their assurance activities for the first time) developed program schedules for the first Navy vessels to enter the seaworthiness assurance program and provided guidance to other contractors

#### • Other responsibilities

• Drafted tender proposals for Government bids and provided advice on bid strategies (e.g. Sydney Trains, NSW Government and Department of Defence)



 Quality Assurance manager (monthly reporting and auditing) – developed a quality assurance plan to better manage the auditing requirements and attended audits

## **Contracts Officer & Engineer**

### **Department of Defence, Sydney**

February 2012 – January 2014

#### • Contracts Officer

- Developed Contracts for the procurement and support of Navy systems
- Utilised policy, legislation and contracting documentation to manage contracts through their procurement lifecycle
- Project managed the development of two maritime sustainment contracts
- Negotiated various Deeds, arrangements, contracts and commercial leases
- Lead technical negotiator for gas turbine engine Contract (with GE)
- Drafted delegate submissions, reports and other instruments for executive approval
- Prepared briefs for a number of projects to the Director and other senior staff
- Managed and mentored two graduates through the majority of their rotation, planning and managing an internal rotation program

### • Project Aeromechanical Engineer (6 month Nowra Secondment)

- Detailed design or surveillance equipment for Seahawk helicopter's
- Project management of various tasks that required engagement with Navy engineers and aviation experts
- Structural engineering consultant
- Liaison officer for engineering changes on Seahawk helicopter

### Project Engineer (6 month Canberra Secondment)

- Completed a number of engineering reviews for government approval of capability
- Drafted and submitted numerous certification reports for recovery of navy capability
- Performed engineering calculations from first principles and developed technical reports and submissions for government approval

# Lawyer working with Legal Counsel

Trust Chambers, Sydney

January 2008 – January 2011

- Drafted submissions and legal documentation for court proceedings
- Conducted legal research on case law and legislation
- Attend court with counsel and assisted in the conduct of proceedings
- Liaise with clients and solicitors to respond to queries and correspondence
- Responsible for case management and filing relevant documentation prior to court deadlines



One Group Legal, Kogarah NSW

January 2006 – December 2007

- Drafted leases and contracts for a variety of commercial properties
- Prepared legal correspondence to solicitors and courts
- Attended courts and departments to file and register legal instruments
- Conducted property transactions for clients and reported outcomes to principal solicitor
- Interviewed clients and recorded minutes

#### Education

Bachelor of Laws, University of Sydney

January 2007 to December 2010

Diploma of Legal Practice, College of Law Attained 2010

Bachelor of Engineering (Mechanical/Aerospace Hons), UNSW January 2000 to December 2005

Additional information/Special Competencies

Software development course (University of Sydney) – to be completed by end of 2021

Lean Six Sigma (Green Belt) – Villanova University 2015

Current Legal Practicing Certificate (NSW) – admitted 27 August 2010

Active NEGVET 1 Security Clearance

Department of Defence Engineering Award 2012

Completed Defence Materiel Organisation (DMO) Graduate Program - August 2012

# **Department of Defence specific courses:**

- Advanced Negotiation Skills
- Complex Procurement
- Contract Management
- Ministerial Writing
- Contract Risk Modules



• Systems Engineering