



D.O.B – 30/10/1986

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Arizona Department
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Introduction:

Currently at Openreach, I over-see the complete delivery of network build for East-Lancashire managing Partners, Tier one suppliers and subcontractors from the initial stages of surveying all the way through to commissioning. Reporting weekly to senior directors on build completion & forecast, risk & issues and P&L.

At CRP Subsea LTD, I managed two projects within the renewables sector. This was covering Manufacturing, Procurement, Testing, P&L, Delivery and Stakeholder Management. The main project I was tasked with was delivering cable protection clamps for deep sea cables connecting to offshore wind farms.

Whilst at MJQuinn, I managed two projects with a team of forty-six, across five different exchanges. I took over the West Lancashire fibre cities project midway through the project and was tasked with fixing the defective project. Although there were some major challenges, the team and I managed to turn the project around and get it back on a deliverable track. I was also tasked with mobilising the Leyland Falcon projects ready for build, and then delivering its first quarterly targets.

At my previous employer EvolveODM, I was brought in to create and develop a Project Management Department whilst also delivering an SD-WAN solution project across 566 national sites for Euro Garages & Associated Franchises (EG Group).

My time at Redflex Traffic Systems, I spent managing multiple projects across EMEA & Americas exceeding £65million. Covering the scope of development, design, installation, commissioning and support maintenance of speed and Redlight enforcement systems. Delivery of the projects has to be coordinated to be compliant with Home Office, Highways England standards, local authorities, different government and state legislators.

Whilst at BAE Systems I have deployed secure wireless LAN broadband networks to a number of BAE Systems sites across the UK and offshore sites, I have been heavily involved with the project design and the integration of service being offered to the customer. Working through the test stage I found not all sites were suitable for the standard LAN access point deployments, so a more remote 'Office in a Box' solution was created to adhere to the certain business needs.

During my time at Carillion-Talent, I completed six quarter milestones, each having their own challenges and successes. During 2013/2014 quarter four, I worked within the office and out on site with sub contractors, to ensure the successful delivery of superfast fibre-optic WAN broadband within the set target. In doing so I was awarded the Carillion-Talent Values Award for teamwork, innovation and confident delivery of the project quarter.

At Fujitsu, I worked closely with a team of thirty-five engineers, planners and project team members, with specific focus on maintaining a high level of service to the projects we dealt with, and an enthusiasm towards improving already existing methods and employing any new techniques that may be of benefit to the company, both locally within different areas on site, or the company as a whole.

I was tasked with implementing a structure to the warranty filter department at Fujitsu, and in the process, clearing an excessive backlog of over two million pounds. After the backlog was completed, I then went on to restructuring the whole department and create new ways of working to integrate improved processes to create a 'business as usual' routine.

Prior to this, I completed a five-million-pound project for Tesco's superstore in the configuration department, assembling and programming EPOS systems for the Tesco's express rollout. For the successful completion of this project, I was awarded the Fujitsu gold award and was trusted to oversee a number of ongoing projects.

I was heavily involved in the introduction of Prince2 methods throughout the whole of the configuration department. Throughout the design procedure, I was involved in all consultations regarding the proposed behaviour and general set up of the program, which led to a significant participation in the creation, development and installation of the new structure of work.

CURRENT EMPLOYMENT – OPENREACH LTD – EAST LANCASHIRE

January '2022 ~ Present

Position: Project Manager

Currently I am working at Openreach managing the complete end to end build of superfast fibreoptic broadband. This is controlling the full responsibility of survey, post survey planning, initial build through to commissioning. Liaising and coordinating tier one suppliers and their subcontractors to complete various tasks to ensure the four steps of build are completed in line with forecasting and cost.

During my time at Openreach I have completed nearly four quarters and have successfully delivered every quarterly target, saving the company over 100k on Civils Avoidance.

Job roles include:

- Accurately forecasting build & commissioning glides for each quarter in line with targets.
- Management and tracking the following:
 - PON Survey Validation
 - Civils Avoidance
 - Pole objections
 - In life Network Planning Changes (ILC)
 - Defects/Snags
 - PON Forecasting & Commissioning
- Managing and supporting a large team of Field engineers and Desk-based engineers.
- Liaising with planning to ensure the build is mapped out correctly.
- Creating processes and procedures to enhance the effectiveness of the delivery.
- Identified and tracked risks within a risk register to provide mitigating actions.
- Supported invoicing and revenue recognition process to increase cashflow in line with the company's KPIs.
- Manage build/civils estimate/DFE's from acceptance to eng comp.

PREVIOUS EMPLOYMENT – CRP SUBSEA LTD – SKELMERSDALE, LANCASHIRE

August '2021 ~ January '2022

Position: Senior Project Manager (6-Month Contract)

Whilst working at CRP Subsea LTD, Managed Class 4 (complex) international engineering and manufacturing projects from conception to delivery within offshore wind and Oil & Gas industries, (£3-18m).

Job roles include:

- Identified and tracked risks within a risk register to provide mitigating actions at an early stage, including reducing impact associated with raw material and personnel availability due to COVID-19 pandemic.
- Managed and coordinated various project teams of up to 20 people from engineering, quality, procurement, testing, logistics and operations departments. This included collaboration with internal and external teams in the UK and India.
- Increased profit margins by managing suppliers and brought more revenue to the projects by requesting timely variation orders.
- Tracked and managed change within projects by keeping a change management log and aligning resources and budgets to support the change.
- Produced project specific documentation, including Project Execution Plans, schedules, risk registers, change logs, VORs, part lists, manufacturing release documentation and customer project reports.
- Engaged with stakeholders on a daily business to build better relationships, align expectations, reduce risks and to prevent any potential disputes.
- Supported invoicing and revenue recognition process to increase cashflow in line with the company's KPIs.

PREVIOUS EMPLOYMENT – MJ QUINN INTEGRATED SERVICES – KNOWSLEY, LIVERPOOL

November '2020 ~ July '2021

Position: Project Manager (9-Month Contract)

At MJ Quinn's I was in control of two projects concurrently, the first was the West Lancashire Fibre Cities project, this was an existing declining project with multiple issues which I was tasked with fixing, this span over four geographical exchanges delivering fibre-to-the-premise (FTTP) for Openreach.

The second project was to mobilise and deliver Openreach's new falcon project for the Leyland exchange, this consisted of liaising with the council, onboarding sub-contractors, manage the surveying and build of the spine and the surveying and delivery of the access build.

Job roles include:

- Liaise with Openreach on a day-to-day basis.
- Weekly and monthly reporting to both the client and MJ Quinn board of directors.
- Build and deliver quarterly programme plans.
- Manage a combined team of forty-six, both field and office staff.
- Oversee seven different subcontractors across both Civils & Flex.
- Coordinate with internal departments such as Safe Digs / noticing / Traffic Management.
- Manage the commercial aspects of both projects – Budget / Billing / timesheets
- Manage build/civils estimate/DFE's from acceptance to eng comp within Depotnet.

PREVIOUS EMPLOYMENT – EVOLVEODM – SKELMERSDALE, LANCASHIRE

May '2020 ~ November '2020
Contract)

Position: Senior Project Management Consultant (6-month

I was employed at EvolveODM to create and develop a project management department to help strengthen and grow the company whilst undertaking several other tasks, such as deliver an SD-WAN Solution for EvolveODM's biggest client Euro Garage & associated franchises (EG Group) and build and deliver a tender submission for an SD-WAN solution for Manchester City Council.

Job roles include:

- Building a Project management department, employing and defining roles such as Project engineers, project managers, assistant project managers and project support.
- Creating processes and guidelines for the department to adhere to.
- Creating documentation templates such as project management Plans (PMP), Project schedules within Microsoft Project, RAMs and method statements.
- Liaise with other departments to create cross functional systems to integrate the new department within the business.
- Deliver an SD-WAN solution nationwide across all Euro Garage, KFC (franchise), Starbucks (Franchise) & Burger King (franchise) sites, 566 in total.
- Gain accreditations for the business to aid in the Tendering processes.
- Build a bid library of documentation, statements, evidence and accreditations to aid in the tendering processes.
- Create a Tender for and SD-WAN solution for Manchester City Council.

PREVIOUS EMPLOYMENT – REDFLEX TRAFFIC SYSTEMS – HOME / SITE BASED

December '2017 ~ May '2020

Position: EMEA & Americas Senior Project Manager

Managing multiple projects across EMEA and Americas ranging from large scale multi fixed site installations, small scale handheld deployments, SpeedVan deployments and Back-office implementations.

Whilst at Redflex Traffic Systems I was tasked with overseeing the development and implementation of Alcyon within the USA which is a unified, dynamic, high performing and scalable photo enforcement case management and processing platform. Alcyon enables cases and incidents to be automated, monitored and processed end to end removing the complexity of managing multiple systems and processes.

Liaising with Highways England, local authorities, other governments and various state officials to deliver a variety of different sized projects. Covering the scope of development, design, installation, commissioning and support maintenance of speed and redlight end to end enforcement systems.

Job roles include:

- Liaise with clients to identify and define project requirements, scope and objectives.
- Liaising with internal development, construction, engineering and service teams to effectively covering the scope of development, design, installation and commissioning of all EMEA & Americas projects.
- Prepare comprehensive and effective Project Management Plans (PMP).
- Forecasting of workload to ensure adequate resourcing of execution of client contracts.
- Actively tracking SAP project financials (revenue and cost budgets) throughout the project lifecycle.
- Preparation of written project reports, handover and applicable documentation.
- Assist in management of subcontractors/suppliers and subcontractor/supplier engagement.
- Creating Work Packages for engineers to adhere to which include scope of work, RAMS, traffic management & subcontractor details.
- Co-ordinating site surveys/installations gathering work permits, traffic management bookings and approvals from local authorities and highway agencies.
- Organise and conduct performance testing and site acceptance testing for client sign off.
- Address ad hoc technical and operational enquiries from customers that require investigation.
- Prepare project proposals, timeframes, schedule and budget.
- Escalate extensions to scope and new work orders to the Client Services Manager.
- Use project management tools to monitor working hours, budget, plans and money spend.

PREVIOUS EMPLOYMENT – BAE SYSTEMS – CHANNEL WAY, PRESTON

February '2015 ~ December '2017

Position: Senior Project Manager

During my time at BAE Systems I was tasked with deploying secure wireless WAN/LAN broadband to all BAE Systems sites across the UK and specific offshore sites, engaging with the subcontractors to agree service readiness, survey requirements, installation requirements, deployment details, lease with different business groups to assure sufficient downtime is compliant with the business needs, supporting the service delivery team to ensure help desk support is available post installation, I have also been tasked with creating a resource profile for the EITS department to assess the resource utilised on each portfolio and the resource required on each portfolio.

Job roles include:

- Co-ordination of suppliers in their engagement with the businesses, in particular guiding the suppliers on business priorities, implementation approach and the sequencing of change
- Maintain portfolio risks and issues registers. Ensure individual projects maintain risk and issue registers.
- Manage project schedules to milestones, cost and quality targets.
- Compile high-level portfolio schedule, identifying key milestones, interdependencies, and resource needs across the portfolio.
- Highlight risks, opportunities, concerns and achievements for the applicable projects to appropriate management, by means of formal and informal reporting methods.
- Assist with the smooth transition of projects into the Project Management Office from Strategy & Design, and from the Project Management Office into Service Operations.

PREVIOUS EMPLOYMENT – CARILLION-TELENT – CARR LANE, CHORLEY

October '2013 ~ February 2015 Position: BDUK Project Delivery Manager – Lancashire

I worked closely with the client (BT Openreach), independent sub-contractors and the Carillion-Talent BDUK-Lancashire team to deliver super-fast fibre-optic WAN broadband to Lancashire County.

During my time working on the BDUK-Lancashire project I have encountered a number of problems and set-backs. These can vary from traffic management being required due to the location of a specific job, resource issue due to sub-contractors working on additional BDUK contracts, unsafe work areas due to jobs being in a zone of interest and require a site visit from the National Grid. All problems require a level of urgency due to the three-month milestones.

Job roles include:

- Building, Programming and delivery of the project plan using Microsoft Project.
- Ensure that agreed quality control procedures are correctly and fully understood and implemented.
- Weekly progress meetings with the individual sub-contractors and supervisors, to agree and review the short-term programmes of work.
- Liaising with various councils to agree early starts, extensions and out of working hour's permission to work due to heavy traffic sensitive areas.
- Provide in-depth progress reports for the client.
- Organise all exchange workloads to the correct allocated sub-contractor's work stack.
- Proactively plan a quarter ahead ensuring all relevant job packs for contractors are built and all materials are ordered.

PREVIOUS EMPLOYMENT – FUJITSU SERVICES - TEMPLE COURT, WARRINGTON

April '2010 ~ September '2013 Position: Project Manager

I was tasked with planning and implementing the delivery of Epos-systems for Tesco Express stores nationwide. The rollout included the building and programming of the Epos-systems for each store.

After the Tesco's Epos-system project, I was asked to run a change management project for the warranty filter department whilst clearing an excessive backlog. After the backlog was completed, I then went on to restructuring the whole department and create new ways of working to integrate improved processes.

Job roles include:

- Planning, executing, Reporting and evaluating projects from initiation to closure, according to predetermined timelines and budgets.
- Managing multifunctional teams as large as thirty-five to smaller more intimate teams of three.
- Business, risk and impact analysis.
- Making sure that all the aims of the project are met.
- Making sure the quality standards are met.
- Breaking down the project into tasks and working with the team to estimate the effort required for each task.
- Stakeholder and client management.
- Organising and conducting regular project meetings.
- Clearly communicating project plans and expectations to team members and clients.
- Completing project plans outlining scope, goals, deliverables, required resources, budget and timing.

FUTHER PREVIOUS EMPLOYMENT

Dec '2008 ~ Mar '2010	<u>Baxi Heating LTD</u> Position Held: Project / Operations Manager
Oct '2005 ~ Nov '2008	<u>United Utilities</u> Position Held: Project Lead
Sept '2004 ~ Oct '2005	<u>Ainscough Crane Hire</u> Position Held: Health and Safety Advisor
Sept '2003 ~ Sept '2004	<u>Tate Security</u> Position Held: Electrician's Assistant

EDUCATION

Feb '2023	SWQR	
		• NRSWA Supervisor & Monitor (Pass)
May '2012 ~ June '2012	University of Chester	
		• Prince2 (Pass)
Sept '2004 ~ Sept '2005	Proco Training Services	
		• NVQ Office Management Level 3 (Pass)
June '1998 ~ Sept '2003	Shevington High School & Technology College	
	9 GCSE's - 2 GNVQ's	
		• Science Double Award (CC)
		• English (B)
		• English Literature (C)
		• Mathematics (C)
		• Music (A)
		• Computer Studies (A)
		• Graphics Technology (B)
		• ICT GNVQ (AA)

British national, with previous SC and ITAR clearance.