



## **Peter Jason Martin**

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- ✓ Non Smoker
- ✓ Approachable
- ✓ Team Player
- ✓ Communicator
- ✓ Confident Leader
- ✓ Highly Organised
- ✓ Willing Learner

### **Qualifications/Education**

- Graduate Diploma of Occupational Health and Safety Management (Adelaide University/University of South Australia 2012 - Credit Average)
- Certificate IV in Workplace Assessment and Training (TAE40110) (updated NDC Launceston 2014-Held since 1996)
- Qualified Incident Lead Investigator (ICAM/TAPROOT)
- Experienced Return to Work/Rehabilitation Coordinator
- Lead Auditor of ISO9000 and HACCP (John L Bates and Assoc. 2002)
- Civil Aviation Authority Drug and Alcohol Management Systems
- Working at Heights
- Confined Spaces
- Level 2 First Aid and CPR

### **Expertise/Skills**

- Risk management, statistical/KPI creation and assessment
- Risk assessment, process auditing and reporting
- Generate and manage risk/compliance registers
- Develop and review strategic/management plans
- Policy, Procedure and systems design and development
- Develop, Deliver and Assess Australian Accredited Training programs
- Workplace Compliance Professional (OHS,QA, HACCP, AS4801, ISO31000)
- Professional Adult/VET Trainer with over 20 years experience
- Highly developed computer and general IT
- Lead, supervise and manage teams (pre-starts/toolboxes)
- Transport, logistics and warehousing management
- Budgets and cost control as required

### Personal Achievements

- Northern Territory Adult Learners Week, Vocational Trainer of the year 2000
- Member of the SA Civil Contractors Federation OHS Sub Committee
- Contributor to the National Model OHS Legislation
- Designed and developed the Compliance/OHS systems for the majority of SA Subway Restaurants

### Employment History

**Duration:** June 2013 – July 2014 (1 year contract)

**Employer:** Tasmanian Irrigation (GBE)

**Title:** Manager Occupational Health, Safety & Compliance

**Duties:**

- Develop and maintain the AS4801 compliant risk management/OHS program
- Manage all aspects of operational risk
- Supervise WHS/compliance matters on construction projects
- Manage all aspects of employee/contractor training and development
- Develop and deliver relevant training programs
- Review contracts and tenders
- Liaise with contractors and stakeholders on relevant matters
- Provide reports and KPI statements to various stakeholders including The Board

**Duration:** June 2011 – May 2013

**Employer:** Vestas Wind Technology Australia

**Title:** Health, Safety, Environment and Community Manager

**Duties:**

- Design, implementation and management of all HSEC plans and strategies in conjunction and consultation with Site Management and work teams.
- Design, review and ensure implementation of Safe Work Method Statements, relevant policies and procedures
- Conduct risk assessments and communicate identified risks to relevant work teams and stakeholders
- Conduct prestart and toolbox meetings each morning and ensure issued permit conditions are met prior to commencement of daily work
- Conduct regular and periodic task observations and internal audits and report findings
- Manage relevant corrective action registers and ensure contractual obligations are met to continuous improvement (HAZOBs, etc)
- Conduct incident investigations, prepare reports in either ICAM or Taproot as required, define root causes, implement corrective actions, monitor results
- Conduct training sessions as required to ensure work teams maintain competence and currency
- Liaise with clients, landholders and other stakeholders to maintain and improve relationships in my areas of responsibility
- Interact with community stakeholders and interest

groups to promote the project and maximise community support and interaction (ie organise school site visits, landcare activities etc.)

- Periodically assist with other management roles as co-manager leave entitlements fall due.

**Achievements:**

- Managed compliance & safety at the 1.2 Billion dollar Macarthur Windfarm project, from commencement, to conclude my posting with zero MTI/LTI, 80 full time skilled and unskilled workers
- Consulted with the Macarthur work teams to provide several major design changes to the turbine
- Promoted to senior “greenfields” HSEC Manager for Vestas Australia construction projects and posted to Musselroe Tasmania

**Duration:** August 2010 – June 2011

**Employer:** Suzlon Energy Australia

**Title:** HSEC Manager

**Duties:** Full range of site management, compliance, safety and community duties associated with the construction of a windfarm. (See VESTAS duties)

**Achievements:**

Managed diverse aspects of construction of the Bluff Windfarm development 3 hours north of Adelaide, 50 fulltime workers, 11 month project zero MTI, zero LTI, project completed on time and on budget.

**Duration:** October 2009 – July 2010 (Contract)

**Employer:** OAMPS/Wesfarmers Insurance

**Title:** Occupational Risk Manager

**Duties:** Audit corporate clients against legislative compliance standards relevant to their industry and report back to brokers regarding client performance and risk profiles to ensure proper coverage and premiums.

**Achievements:**

- Designed and implemented compliance systems for all but 2 SANFL clubs
- Provided consulting information that saved OAMPS/Wesfarmers significant risk and informed premium levels

### Full Work History Summary

Having left school in year 10, I took my first job on a prawn trawler out of Learmonth WA at 15 years of age. Over the next 10 years I worked for a number of companies including the iconic WA, MG Kailis Fisheries, achieving the rank of First Mate.

In 1991 I travelled to Darwin to seek a position in the wild catch Barra fleet and finished my commercial fishing career as a recreational guide at locations such as Barra Base, 7 Spirit Bay and Cape Don, which I ran for one season.

While studying for my Coxswains qualification, then later Master V Fishing at the NT(now Charles Darwin) University, I met the now CEO of Seafood and Maritime Industries Training (SMIT) NT and was offered a role as a trainer.

SMIT in conjunction with Darwin Training for Retail and Commerce (TRAC) shared my employment as a vocational trainer in Maritime Studies, Retail and Hospitality.

**Duration:** March 2007 – August 2009

**Employer:** KJM Contractors

**Title:** HSE/Compliance/Project Manager

#### **Duties:**

- Consult with management team to produce and manage the tender application process for future contracts
- Develop management plans, policies and procedures for contract specifications
- Develop, manage and maintain the company intranet, document control systems and quality certifications
- Consult with HR to ensure adequate and appropriate staffing levels for project commitments
- Consult with engineering and logistics to ensure adequate and timely supplies of materials and tools to remote sites
- Visit remote sites around Australia to conduct audits on the full range of operations
- Liaise with transport and warehousing to ensure delivery schedules and commitments to customers are met
- Conduct incident investigations, devise corrective actions and monitor improvements

#### **Achievements:**

- Led the organisation to compliance with ISO9000 and established systems for AS4801 certification
- Managed the certification process for the first portable camp water treatment systems approved in SA
- Secured and managed the supply and logistics chain for several iconic projects including Moomba Camp1 and Prominent Hill

**Duration:** January 2005 – February 2007

**Employer:** Pickering Transport Group

**Title:** Group Quality Assurance and Compliance Manager

#### **Duties:**

- Establish and maintain the group's quality certifications including ISO9000, HACCP and Woolworths QA
- Assist with all aspects of transport, logistics and warehousing operations to ensure compliance and quality
- Assistant manager of distribution and logistics on weekend roster
- Manage all aspects of the fleet (105 prime movers

This opened the door to my subsequent career in Training, Compliance and more recently safety management.

My broad range of work experience gives me a fairly unique perspective on risk and compliance as I have seen and managed risks and compliance across a diverse cross section of industries.

and associated trailers, 300+ employees) compliance including Mass, Maintenance and Fatigue systems

- Assist HR with the recruitment of suitable employees according to safety and quality requirements
- Chair a weekly meeting of group managers to ensure compliance and safety plan items are being implemented
- Monitor and manage group corrective action registers
- Assist line managers with aspects of safety and compliance duties

#### **Achievements:**

- Maintained all existing QA certifications during my tenure
- Expanded site certifications to several depots, creating expanded business opportunities
- Secured additional business through excellence in cold chain management (Maggie Beer products)
- Established and maintained the group OHS committee including gaining support from Victorian TWU for our safety actions

#### Other Qualifications

- Coxswain
- Master V (Fishing)
- Certificate III in Fishing Operations
- Certificate III in Seafood processing
- LR Truck
- Forklift/Telehandler
- Fatigue Management Systems (From Cert III in Transport, Logistics and Warehousing)

#### Personal Qualities

- Attentive listener and sound rapport builder
- Thoughtful responder
- Old school values, loyalty and discipline
- Early starter, self motivated
- Able to organise my own work or follow a plan
- Respected team leader and motivator
- Outstanding presentation and speaking skills
- Effective workplace trainer and mentor
- Highly dedicated to my employer

#### **Referees:**

**Tony Grieve** (safety/high risk work/compliance)  
Manager of Construction Projects  
Vestas Asia Pacific Construction

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**Capt. Richard Teo** (long term work history/QA/training)  
Trainer-Consultant  
Formatuer/PNG Maritime College

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