

## Alex Szabo

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### Qualifications:

- Master of Business Administration (specialisation in Project Management)
- Graduate Diploma of Business (Management)
- Graduate Certificate in Air Navigation Instruction
- Diploma of Administration Studies
- Diploma of Government (Project Management)
- Certificate IV in Training and Assessment
- Certificate IV in Government (Procurement and Contracting)
- Statement of Competency - Simple Procurement.

### Training and Skills:

Additional Training undertaken includes: Prince 2 Project Management Methodology; Earned Value Performance Management; Conflict Resolution; Negotiation Skills; Political Skills for Project Managers; Managing Consultants; Australian Industry Involvement; Systems Engineering; and wide range of courses in procurement, contract management and project management.

### Relevant Experience:

Alex is based in South Australia and is currently a consultant, trainer and facilitator in project management and procurement and contracting courses.

Until 2013, he was the MTS Canberra-based Business Manager for over seven years where his role included responsibilities for client relationship management, project management of training and consultancy tasks and the delivery of training programs in the areas of project management, procurement and contract management. As Business Manager, he completed on average 10 large tenders and 40 smaller quotations a year with high success rates.

Alex's recent projects include support for the introduction-to-service of an aviation-capable training ship, project management for the delivery of a suite of face-to-face training and eLearning, authoring content for numerous eLearning courses, facilitating Divisional planning days, assisting development of a behavioural safety audit tool, providing safety leadership training to the oil and gas industry both in Australia and the USA, and delivering procurement and contract management training in Australia, Singapore and PNG.

With over 25 years of practical experience, and 20 years in a number of consulting and training roles, Alex is currently providing capability development, business management and project management services, plus training facilitation services to a variety of clients.

Since 2013, his achievements, roles and responsibilities around course development include:

- Content development/authoring for two very well received eLearning courses for the Department of Education and Training: one on Procurement and the other Contract Management.
- Assisted in the development of the ASDEFCON (The Australian Standard for Defence Contracting suite of tendering and contracting templates) Foundations training course and Executive Overview and facilitation of most of the pilot courses.

- Project managing the development of the first ASDEFCON suite of training programs, including the Executive Overview, ASDEFCON (Strategic Materiel) 5 day course and the ASDEFCON (Support), then a 3 day course. Through this activity, Alex became very familiar with the ASDEFCON suite of templates, the relationships between Strategic Materiel, Support, (Complex Materiel) Volume 2 and (Complex Material) Volume 1 templates and their uses; and the underpinning ASDEFCON philosophies, including Management by Plans, Management of Requirements, Clear Accountability in Design, etc.
- Co-development of a fit-for-purpose Procurement and Contract Management (P&CM) Handbook for the Papua New Guinea Defence Organisation (PNGDO), tested during training for Deputy Secretary and Chief of Logistics.
- Co-development, piloting and ongoing delivery over three years of Major and Minor Procurement training tailored to Government of PNG context and the PNGDO P&CM Handbook, including delivery of a tailored workshop to senior executives and tender evaluators for the PNGDO-wide catering contract.
- Most recently, Alex worked in Navy on the Multi-role Aviation Training Vessel (MATV) project. The project conducted an open approach to the market for a Contracted Vessel Operator to crew, operate and maintain the vessel and support a wide range of training activities including helicopter to ship interactions and deck landings. The contract was a significant success and was used as the basis for ongoing engagement of contracted operators for additional large-hull vessels. Alex's role was to provide advice on the Conditions of Tender and Contract, conduct the approach to market, coordinate evaluations, write the evaluation report, and subsequently assist with specialist aspects of ongoing contract management.
- Initially Project managed the implementation of MTS' strategic contract with Comcover for the delivery of Learning and Development Services. Comcover is responsible for the Commonwealth Risk Management Policy. This project included: implementation of a Cloud Based Learning System; development of Comcover's Learning and Development Strategy; development of eLearning and face-to-face training; delivery of face-to-face workshops; and other key tasks to assist with the deployment of key Risk Management training for the whole of the Commonwealth.
- Alex worked inside Comcover to roll out a complete suite of education and training from foundation through generalist to risk/insurance specialist and for senior executives. Alex's role was to turn leading edge risk management policy and practice into content for eLearning programs; and he incorporates that knowledge and information to his own broader training delivery for all clients.
- Developed the rating, scoring and aggregation aspects of a safety behaviour and culture capability maturity model for oil and gas drilling operations world-wide.
- Authoring of multiple eLearning development programs including: APSC (*Skills Framework for the Information Age (SFIA)*); Commonwealth Department of Education (*Introduction to Procurement and Introduction to Contract Management*) and most recently Australian Capital Territory Insurance Authority (*Introduction to risk in the ACT Government and Practical Application of Risk Management*) and the Office of the National Data Commissioner (*Applying the Data Sharing Principles - Enabling safe and effective access to Public Sector data*).