

Biography - Nicolle Burt (ACT)

Qualifications:

- Master of Politics and Public Policy, Macquarie University, 1998
- Bachelor of Arts, Macquarie University, 1997
- Certificate Commonwealth Resource Management Framework, Department of Finance 2021
- Certificate Business Analysis, IRM, 2017
- Gateway Reviewer Course, BTLI, 2017
- Advanced Diploma (Hospitality) Management, MIA, 2014
- Certificate IV in Frontline Management, CTT, 2012
- Certificate IV in Training and Assessment, CTT, 2012
- Advanced Diploma of Government, (Procurement and Contracting), MTS, 2012
- Diploma Project Management, MTS, 2012
- Prince2&MSP Foundation, Codarra Advanced Systems, 2010-11

Memberships:

- Fellow, Governance Institute of Australia (FGIA)
- AGSVA NV1 to Sept 2029. Member, Australian Evaluation Society
- Member, Chartered Manager, Institute of Management and Leadership (*CMgr* MIML)
- Member, Women on Boards (Australia)

Professional Experience:

Nicolle is an accomplished and integrity-driven professional offering more than 40 years of strong public and private sector commercial and contract management experience.

She is a strong communicator, personable and adaptable with a capacity to cultivate strong professional relationships and effectively engage with diverse range of stakeholders.

Nicolle is an Indigenous Australian of Wiradjuri descent, who brings to the task at hand, her passion and personal insight to, and understanding of, policy issues that impact First Nations peoples.

Relevant Experience:

Nicolle is an experienced procurement consultant, training facilitator and assessor. Her most recent project prior to joining MTS in late 2022 was with the Department of Defence providing complex procurement and contracting advice for high security acquisitions.

This included stakeholder consultation regarding master scheduling, procurement governance, general project management, contract management, quality, strategy, and risk management. She also advised on the interpretation and application of Defence specific procurement and contracting frameworks and approaches, document planning, drafting and development, scoping and review.



In addition, she developed and delivered procurement and contract, project management, probity and evaluation essentials training packages for RAAF/civilian workforce to upgrade basic procurement skills and knowledge to meet Defence standards.

Nicolle has recently joined the MTS Team and is currently delivering the Certificate IV in Procurement and Contracting on behalf of MTS to the Department of Defence. This is a new 3 year contract secured by MTS Q4 2022.

Her other relevant experience includes:

Tutor, Trainer

- CIT Solutions, Instructional Designer (Indigenous Traineeships), Trainer Facilitator
- University of Canberra, Tutor, Ngunnawal Centre

Procurement and Contracting

- Department of Defence, Non-Material Procurement Branch, Complex Procurement and Contract Consulting Adviser
- Department of Industry Science Energy and Resources, Australian Radiation Waste Management Agency, Procurement Consultant
- Department of Industry, Innovation and Science (AusIndustry), Procurement and Contract Adviser
- Australian Border Force, Small Vessel Fleet Contract Manager (foundation services)
- Northrup Grumman M5 Australia (NGM5), Global Supply and Value Chain Administrator
- Department of Agriculture and Water Resources, Procurement and Contracts Adviser
- Department of Foreign Affairs and Trade, Procurement Governance and Contract Management Adviser
- Australian Border Force, Procurement Governance and Contract Management and Project Support
- Defence Materiel Organisation, Procurement Project Sourcing Specialist
- Department of Climate Change and Energy Efficiency, Procurement Governance and Audit Consultant
- Department of Agriculture Fisheries and Forestry, Procurement Consultant
- Australian Bureau of Statistics, Procurement Consultant
- Australian Customs and Border Protection Service, ICT Contracts Supervisor
- Australian Trade Commission (Austrade), ICT Procurement and Project Support
- Department of Immigration and Citizenship, Business and Contracts Adviser.