

### **CAREER OBJECTIVE**

With over 12 years of experience in Canada's Nuclear Industry as a Project Manager and Business Analyst, I am actively seeking a challenging position within a progressive company.

### **HIGHLIGHTS OF QUALIFICATIONS**

- As a **Project Manager and Business Analyst**, I can offer an extensive suite of nuclear process knowledge, to ensure all systems and requirements are effectively implemented and business objectives are successfully achieved.
- As a **Business Process Re-engineering Specialist**, I can offer a strong understanding of best practice principles to ensure workflows and processes within organization are obtained and the ability to develop analytical tools to identify underlying adverse trends.
- As a **Ventyx PassPort ERP Subject Matter Expert**, I can offer in-depth knowledge in PassPort's cross-functional data structure and the ability to develop multi-level data analysis tools.
- As a **Procurement Consultant and Contract Administrator**, I can offer a strong understanding of Nuclear Supply Chain Management principles, along with practical knowledge of Inventory and Logistics Controls.
- As a **Quality Assurance Analyst**, I can offer my solid understanding of Nuclear QA Standards including CSA's Z299 and N286; ASME NQA-1; NRC 10CFR Part 50 Appendix B and ISO 9001, which is combined with practical experience in EPRI and INPO Guidelines.

### **EMPLOYMENT HIGHLIGHTS**

#### **Project Manager PassPort System Developer 2011**

*Ontario Power Generation - Darlington Projects and Modifications Department*

- Managed the development and issuing of a Business Requirements Document, Functional Requirements Document, Testing/Report Procedures and Administrator/User Manuals. Additionally, developed the SQL Queries, to enable the extraction and analysis of Engineering and Procurement requirements from PassPort.

#### **Project and Program Manager 2010**

*Ontario Power Generation - Darlington Projects and Modifications Department*

- Managed a team of 10 technical specialists in the implementation of a Project Execution Plan to update and align 60,000 MEL records within PassPort, resulting in estimated savings of 5 Million Dollars in operational costs.

#### **Lead Internal Auditor 2009**

*Ontario Power Generation - Darlington Projects and Modifications Department*

- Performed an internal self-assessment of Darlington's EQ Governance, Design Basis Documentation and PassPort for process and data alignment.

#### **Project Manager and Data Analyst 2009 - 2010**

*Ontario Power Generation - Supply Chain Inventory Control*

- Developed data structuring, cost analysis reports and managed the surplus of re-inspected pressure boundary inventory; resulting in a 60 Million Dollar inventory reduction cost savings.
- Provided QA/QC validation and verification to ensure that activities performed in the field had been transposed into PassPort and SAP's Warehouse Module.

#### **Lead Team Auditor 2009**

*Darlington New Nuclear Project*

- Managed a team of technical specialists that audited and assessed the "New Build" Supplier's Internal Governance and QA Program to CSA N286-05 Standard.
- Issued an Audit Checklist and Report indicating the Supplier's qualifications in meeting the standard.

#### **Project Manager and ERP System Analyst 2009**

*Ontario Power Generation - Supply Chain Quality Services Approved Supplier List (ASL) ERP Assessment*

- Scoped and issued of a Feasibility Report in regards to the utilization of SAP to manage OPGN's ASL.
- Provided Subject Matter Expertise in regards to PassPort, Nuclear QA Records and Supplier QA requirements.

### **Project Manager 2008 - 2009**

*CGI - Business Service and Information Technology SAP/SRM Project*

- Managed the transformation, extraction and validation of 1,800 Supplier Audit Reports from PassPort's Vendor Audit Module and enabled them to be viewed by SAP's SRM Tool.
- Performed oversight, validation and quality assurance for all activities.

### **Team Lead Project Manager 2008**

*CGI - SAP Procurement Demand Planning Initiative Project*

- Managed a team of Business Analysts, SAP System Integration Testers and Project Implementation Specialists in the creation and formalization of project related documents. This included a Business Requirements Document, Project Execution Plan, Testing Strategy, Implementation Plan, Quality Assurance Plan, Data Migration Interface and Security Strategies.

### **Project Manager - Supplier Quality Audit Analyst 2008**

*CANDU's Owners Group*

- Created a suite of Supplier Auditing Checklists for CANPAC's Quality Assurance Officers.

### **Business and System Analyst 2007 – 2008**

*Bruce Power – Enterprise Asset Management Project*

- Performed in-depth analysis of PassPort in preparation for the R10 Upgrade Project.
- Defined scope requirements, definitions and criteria's for the extraction of critical data from PassPort.
- Developed SQL Queries to extract technical, quality, and procurement related data from PassPort ODBC Tables

### **Business, Data and Quality Analyst 2007**

*Ontario Power Generation - Supply Chain Corrective Action Program*

- Developed analytical tools for the extraction and identification of adverse trends and areas for improvement.
- Developed a Human Performance Assessment Reporting Process in accordance with INPO Guidelines that identify adverse trends that supported process improvements, resulting in operational cost savings initiatives.

### **Project Manager - Data and Business Analyst 2006**

*Ontario Power Generation - Business Integration Change Management Program*

- Developed scope requirements, definitions and criteria's in the extraction of critical data.
- Developed and managed analytical SQL Queries to extract data from PassPort.
- Provided recommendations and initiated process initiatives for Procurement improvements.
- Developed a suite of high-level flow diagrams to illustrate Work Management vs. Supply Chain process flow.

### **Quality Analyst 2006**

*Bruce Power - Approved Supplier Recovery Project*

- Identified Quality, Regulatory and Commercial requirements for Approved Suppliers.
- Analyzed Supplier QA Programs against CSA's QA Standards and performed extent of conditions assessments.

### **Project Manager and Business Analyst 2005 – 2006**

*Bruce Power - Material Management Governing Document Process Improvement Project*

- Created Material Management Governing Documentation to provide a streamlined and defined process.
- Re-engineered both Procurement and Inventory Control processes and developed in-depth process flow diagrams.

### **Project Manager and Quality Analyst 2003 - 2006**

*Ontario Power Generation - Supply Chain Quality Services – Approved Suppliers List*

- Performed gap analysis on Supplier's QA Programs against site requirements.
- Analyzed Supplier Performance, Procurement Activities and Non-Conformances.
- Developed analytical tools to extract Supplier requirements from PassPort.
- Coordinated the development of Governing Documents and a QA Records Management Programs.

### **Project Manager and Quality Analyst 2004**

*Altran Corporation*

- Supported in the development of a 10CFR Part 50 & NQA-1 Nuclear Quality Assurance Program.
- Developed a Commercial Grade Dedication (CGD) Program in accordance with EPRI Guidelines.

### **Project Manager 2002 and 2007**

*New Brunswick Power - Point Lepreau*

- Developed a suite of Procurement Engineering Process Flow Diagrams and Governing Documents.

### **Business and Quality Analyst 2002 and 2005**

*Bruce Power - Pressure Boundary Recovery Project*

- Reviewed Bruce Power's Pressure Boundary Program to ensure compliance with Regulatory requirements.

### **Business and Quality Analyst 2001 - 2003**

*Ontario Power Generation - Pressure Boundary Recovery Project*

- Supported in the development of the Pressure Boundary Program.
- Audited Governing Documents to ensure compliance was obtained.
- Coordinated a Corrective Action Program to monitor overall compliance and Regulatory issues.

### **Contract Administrator 1998 - 2001**

*Canatom NPM Inc. Qinshan Project*

- Expedited and managed 42 Nuclear OEM contracts to ensure all contractual, technical and quality requirements were obtained.

### **Substation Electrician - Protection and Control SCADA Technician 1990 - 1998**

*Toronto Hydro Electric Commission*

- Maintained 86 electrical distribution stations within the Borough of Etobicoke, to ensure reliability within the transmission and distribution system.

## **EDUCATION & PROFESSIONAL DEVELOPMENT**

### **Continuing Education and Specialized Industry Training 1990 to Present**

#### **Certification in the following areas:**

- Project Management
- Data Management
- Business Administration
- Internal Auditing
- Self-Assessment
- Apparent Cause Evaluation
- Corrective Action

### **Municipal Electric Association (Ontario) 1994**

Journeyman Substation Electrician / Protection and Control

### **Sheridan College 1990**

Electronic Engineering Technologist Diploma