

Biography – Martin Dutton

Qualifications:

- Master of Business Administration, Macquarie University
- Bachelor of Science (Computing), University of NSW
- Advanced Diploma of Government (Strategic Procurement)
- Certificate IV in Government (Procurement and Contracting)
- Certificate IV in Training and Assessment

Memberships:

Associate member of the Chartered Institute of Purchasing and Supply Australia

Relevant Experience:

Martin is the Managing Director of Major Training Services Pty Ltd. In this role, he has gained considerable experience as a successful project manager of significant training development and delivery projects for government agencies, particularly in the areas of procurement, contracting and financial management. Martin has also delivered almost a thousand training programs predominately in the areas of procurement, contract management and financial management. In addition to over 25 years with MTS, Martin has over 16 years practical management experience in Defence. Martin's relevant experience includes:

- Project Director of MTS' strategic learning partnership with Comcover for the delivery of Risk management training for the whole of Commonwealth government.
- Co – author of the Commonwealth's Blended Learning Strategy for risk management training across the whole of government.
- Managed MTS' redevelopment of the REAP training for Home Affairs, this involved complex stakeholder consultation, eLearning design and development as well as the production of three short videos of 'movie' quality.
- Project Manager for MTS' successful development and delivery of the Defence Contract Risk Training (CRT) Module 2 ASDEFCON Technical Data/Intellectual Property courses, and the initial update to the CRT Module 5: Liability course.
- Contract Manager for MTS provision of multimedia content to Army's Combined Arms Training Centre.
- Martin managed the delivery of procurement training for the NSW and Queensland governments. He also delivered the Strategic Procurement Planning and Strategic Contract Management courses for both those jurisdictions.
- Developed and facilitated a contract management program specifically designed for Transport Canberra and City Services in the ACT Government.
- Lead facilitator of the Defence's highly successful Business Acumen course.
- Managed the design and development of the ASDEFCON Foundations and Executive Overview courses.



- Facilitator of the ASDEFCON Foundations and Executive Overview courses since 2014.
- Delivery of the Department of Defence's complex procurement and simple procurement courses for over 15 years. Martin also managed the redevelopment of these courses to new units of competency on two separate occasions.
- Managed the development of eLearning courses in Project Management and Procurement for the Australian Submarine Corporation.
- Delivery of Introduction to Resource Management and Understanding Accounting Processes courses for Defence.
- Member of MTS delivery team for the Defence Administrators Financial Management course.
- Project Manager of a consortium contracted to review the continuum of Australian Army Pilot Training, and develop complete new training curricula for all its aircraft.
- Project manager of MTS' analysis of Army's financial skilling needs. This led into the design and development of the Army Resource Management Overview course, which Martin has facilitated.
- Project manager and facilitator of the Army Resource Management Course for ten years.
- Project manager and lead facilitator of the DMO's Project Financial Management course for MCE for 10 years and facilitated the MFMO and MFMP courses that replaced it.
- Delivery of Defence's Contract Management and Disposal of Assets course nationwide
- Facilitator of contract management training to support the introduction of ARIBA into RailCorp.
- Delivery of contract management briefings to senior managers in the Queensland Government.
- Development and facilitation of a Contract Management training program specifically targeted at Indigenous Education contracts within the Department of Education.
- Delivery of contract management programs for Schneider Electric and Colby Powder Systems.
- Developed an internet based layman's guide to a large, complex facilities maintenance contract for the then Defence Estate Organisation. This included Tender documents, a Best Practice Guide and Legal Reference.
- MTS Project Manager and facilitator for the delivery of financial management training for the Department of Defence. Courses range from Induction Level to Certificate IV in Government (Financial Services).
- Project manager of the delivery of a range of procurement courses for EnergyAustralia. Facilitator of the Contract Management and Contract Negotiation courses.
- MTS Project Manager for the delivery of senior officer financial management training for the Department of Defence through the Defence CFO.
- Facilitator of an interactive procurement forum for the Australian Taxation Office.
- Facilitator of a number of Certificate IV procurement courses for the ACT Government.
- Manager of the design, development and facilitation of a Contract Management training program for Telstra, delivered Australia wide.
- Designed, developed and presented programs designed to improve an organisation's tendering skills on behalf of the Metal Trades Industry Association and the NSW Department of State and Regional Development.
- Delivery of a contract management program for the Moree Plains Shire Council.