

Biography – Ray Fauntleroy

Qualifications:

- Associate Diploma in Materiel Management
- Diploma of Government (Contract Management)
- Certificate IV in Government (Procurement & Contracting)
- Certificate in Maritime Studies
- TAE40110 Certificate IV in Training and Assessment

Various Relevant Defence Courses:

- Junior Supply Officer Course
- Intermediate Supply Officer Course
- Senior Supply Officer Course
- Administrative Logistics & Planning Officer Course
- Tender Processing & Contract Management Course

Memberships:

- Member of the Australian Institute of Materials Management and Purchasing
- Member of Institute of Management

Relevant Experience:

Ray has over 28 years of experience in purchasing and material management including ten years training in the Northern Territory as part of MTS operations. He also has 10 years of experience as the Procurement Manager for Charles Darwin University where his responsibilities included all management duties involved in finance and procurement and formal training of University staff and members of the public in procurement disciplines. Throughout his procurement career, Ray has employed project management principles and techniques including: scope, time, cost, quality, risk, human resources, communications, procurement and contract management. Some of his relevant experience includes:

- Delivery of Cert IV in Procurement and Contracting for the Solomon Islands Government (SIG).
- Delivery of Defence's Simple and Complex Procurement courses for over 10 years.
- Delivered 11 Scope Writing courses for NT Government between May and June 2017 (11 of 21 courses). This translated into a 53.38% use of local NT business (a key focus of the scope writing courses was maximising the use of local NT businesses for provision of services).
- Ray worked with MTS to develop a tailored Certificate IV in Government (Procurement) program and a tailored Diploma of Government (Contract Management) for the Department of Construction and Infrastructure. The program was designed to incorporate NT Government policies and procedures and all activities and assessment task were designed around DCI projects. The programs were run successfully in 2010 and 2011.

- Over 10 years delivering procurement and contract management training programs, which by their nature, encompass principles of project management such as scope, cost, quality, risk and procurement management. Examples include:
 - Four years experience delivering procurement and management training to the Northern Territory Government via programs provided by the Training and Employment Programs Unit.
 - Delivery of Certificate IV in Government (Procurement) courses for Power and Water Authority in Darwin and Alice Springs
 - Six years experience delivering the unit Tenders and Tender Processing in the Diploma of Business to local and international students at the Charles Darwin University.
 - Four years experience delivering International Short Courses (6 week duration) in procurement for Charles Darwin University.
- As the Procurement Manager for Charles Darwin University Ray represented the University in extremely sensitive commercial contractual negotiations on all procurement matters, which demanded the highest degree of security and confidentiality. He was also responsible for a wide range of functions where he either directly managed projects, used project management techniques, or performed functions with direct applicability to projects, eg:
 - managing and implementing policy, procedural and organisational change projects, eg Project managing the implementation of a new Financial System (Purchasing Module), introducing a database and converting a manual accounting system to a computerized database (Oracle Financial Systems).
 - daily management and operation of the Purchasing Application of the University financial system, and exercising financial delegation on behalf of Cost Centres for Purchasing, to the limit of delegation, being \$500,000.
 - the supervision of Procurement staff, including assisting in recruiting, induction training, counselling, appraisal and administration.
 - providing supply and purchasing advice to University staff and specialist advice to senior management.
 - the provision of policy, procedural and administrative advice on all Supply and Procurement matters to the Director Financial Services Division.
 - drafting policy and procedure documents on procurement and purchasing.
 - preparing tender and contractual documentation for supplies and services, with a value in excess of \$100,000. Chairing the Tender Board and making recommendations to senior management.
 - responsible for detailed negotiations on contractual and supply/ service matters for agreements and contracts.
 - responsible for chairing and the conduct of the University Tender Board for all acquisitions and disposals.
 - When required carry out the role of project management for procurement matters involving major acquisitions of equipment