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Summary of Individual

An experienced, dedicated, energetic and resourceful professional with established high skill levels and abilities from work in the Utilities, Construction, Civil Engineering Property Maintenance and contaminated land sectors. Excellent organizational, communication, self-management and interpersonal skills gained from proactive high-volume roles with the ability to prioritise workloads and daily schedules.

Ability to adapt too many changing environments with a positive ethos of self-improvement in all aspects of my work. Out of work activities involve a keen interest in outdoor pursuits, personal fitness, computers, current legislation applicable to my interests. Married with one son age 18.

Education

Examining Body	Class / Grade of Membership	Dates
NEBOSH	Currently working towards NEBOSH Diploma 5. Method of study NVQ	Ong'
NEBOSH	Currently working towards Specialist Environmental diploma. Method of study Part Time Sunderland University.	Ong'
Trainer Qualification	First Aid, Manual Handling, Fire.	Aug 2017
Radiodetection train the trainer	CAT 4 +Plus & RD 8000 Trainer.	Apr / June 15
GIS Mapping	ESRI GIS digital mapping foundation	Jan 2015
Temporary Works	Temporary Works Coordinator training course.	Dec 12
WAMITAB	Pass Method of study NVQ day release.	April 2010
Human Health Environmental Risk Assessment	Pass Method of Study Dedicated bespoke training Equivalent NVQ 4	July 2010
Controlled Waters Environmental Risk Assessment	Pass Method of Study Dedicated bespoke training Equivalent NVQ 4	July 2010
IOSH Safety for Senior Executives	Pass Method of study day release	Mar-04

IEMA Associate Certificate in Environmental Management	Written Paper pass. Method of study Block release (Unpaid Absence) Accredited for Membership of IEMA.	Nov-03
IOSH Managing Environmental Responsibilities	Written Paper pass. Method of study Block release (Unpaid Absence)	Nov-03
Advantica Deep Excavations	Written Paper / Practical Assessment pass. Method of study Day Release	Apr-03
Advantica Street works Supervisor	Units 1, 10-14 & 16 pass. Method of Study Block Release.	Aug-02
Advantica Technology CAT & GENNY for experienced Operatives	Written Paper / Practical Assessment pass. Method of study Day Release	Dec-02
Advantica Technology Manual Handling - Risk Assessor	Written Paper pass. Method of study Day Release	Apr-01
Northumberland County Council Fire & Rescue Service. Fire Extinguisher Training	Written Paper / Practical Assessment pass. Method of study Day Release	Feb-01
BG Technology Confined Spaces for Operatives	Written Paper / Practical Assessment pass. Method of study Day Release	Apr-00
BG Technology Risk Assessment 2nd Generation.	Written Paper pass. Method of study Day Release	Apr-00
BG Technology Working with Asbestos	Written Paper pass. Method of study Day Release	Apr-00
City & Guilds Street works Excavation & Reinstatement	Location of underground apparatus / Signing, Lighting & Guarding Pass. Method of Study Block Release.	Mar-98
NEBOSH National Certificate in Occupational Safety & Health	Written Paper / Practical Assessment Pass. Method of study Two evenings Weekly.	Sept 90 - June 91
National Examinations Board for Supervisory Studies. Certificate in supervisory management	Written Paper Pass. Method of study Two Evenings Weekly.	Sept 86 - July 87
ULCI Advanced Gas Utilization	Written Paper pass. Method of study Block Release.	Sept 84 - July 85
City & Guilds (Gas Services Engineering	Written Paper credit / Assignments credit / Practical Assessments credit. Method of study Block Release	Sept 81 - Aug 84

Apprenticeship).

(craft apprenticeship).

Professional Attributes

I look upon myself as being adaptable, and in the main, view change as an opportunity. I have a keen ability to work under pressure and am comfortable working in a pressurized changing environment, to tight deadlines.

This I have demonstrated in my previous employment. I have been involved with numerous tender submissions and presentations some of which we have been successful with and others not so, however we have to date never failed a tended bid on a Health and Safety submission.

Fully adaptable and can prepare and carry out to a wide variety of audiences ranging from a board of directors to 2-300 operatives. Ensuring the pitch of the presentation and the content is sufficient and suitably interesting enough so as to keep the attention of the audience whilst the message is being delivered.

I have a considerate methodical and well organized way of working with the ability and passion to make things happen. The management style I adopt is very much firm but fair and I have the ability to build a winning team that interact so as to support the safe delivery of the product.

My approach to Risk Management is clear and concise with focus on inspection, auditing and implementation of corrective actions followed by constant review and improvement.

In recent times I have taken part in a number of successful tender bids and subsequent contract mobilisations ranging from 20 operatives and a £5million turnover to 300 people circa £100 million turnover.

I am unafraid to challenge and view challenge without criticism as a major benefit to any organisation. Sharing best practice with my competitors also adds benefit to organisations and my view is although we are competitors in the commercial market we are not competitors where Health and Safety is concerned.

Finally I have a current driving license and am fully literate in the main aspects of IT Systems use, and Microsoft applications.

Key Objectives of my roles are / have been

- Completing, attending and delivering tender presentations
- Completing divisional audit plans
- Delivery of Gas Network safety passport / Safe Control of Operations training
- Ensuring continuous development and review of the Divisions management systems
- Liaise with clients and managers on Health, Safety, Environmental & Quality issues.
- Ensure that measurement systems are accurate and meaningful.
- Analyse and report on quality measurement data.
- Ensure performance improvements are measured.

- Ensure performance data is published.
- Manage Accreditation and Licensing systems.
- Monitor training effectiveness and requirements to develop & maintain the regional training plan.
- Develop / Build relationships with Sector Skills Councils / Government Bodies in order to address skills shortages
- Identify areas and sources of funding ensuring available funding is identified and secured.
- Work with the Divisional Management Team with a view to ensuring that client KPI's are achieved and for developing action plans to address any deficiencies that may be identified.
- Provide support and assistance during all internal, second party & third party audits.
- Coordinate the activities of the Utilities HSEQ team.
- Develop & maintain the Utilities HSE & Q plan and Co-ordinate the development of action plans / initiatives to support the delivery of the regional and National HSE & Q plans.
- Work closely with the Director of HSE & Q Management to gain HSE & Q improvements on all contracts.
- Communicate with external authorities LA, EA, HSE, Pressure groups. Etc
- Report to the Utilities board of directors on current HESQ performance and improvements needed
- CDM coordination
- Arrange contract mobilisations
- Arrange TUPE transfers in conjunction with our HR department.
- Coordinate welfare arrangements and medical health surveillance
- Evaluate PPE requirements; establish which is the best performer in relation to the garments, taking into account Costs and Life span.
- Ensure systems are in place for the robust evaluation of Subcontractors and Direct service providers.
- Developing Behavioural safety initiatives for all levels of management; the main focus being on direct supervision.

Key Accomplishments

- Environmental Practitioner Status
- Company owner sustained new business through the latest recession – achieved business growth year on year
- Aided clients to achieve Lloyds Registrations
- Aided clients to achieve ISO accreditations
- Aided clients to achieve improvements with their own health safety & environmental management systems.
- Achieved director with previous employer.
- Maintained a reduction in Accidents and incidents throughout my Safety career through Innovation and the implementation of constructive methods of working.
- Maintained good working relationships with clients and the enforcing authorities.

Career History

Heddon Safety & Environmental Services Ltd Managing Director October 2008 – current.

Set up and developed business opportunities for a growing Health, Safety & Environmental consultancy service to businesses both Large and Small. Continuing to grow the business whilst maintaining a constant client base. Ensuring all works is bespoke to the relevant business client requirements. Ensuring the business remains compliant and productive. Development and delivery accredited Management systems meeting the requirements of:-

- ISO – 9001
- ISO - 14001
- OHSAS – 18001
- Lloyds Register sector schemes including
 - National Electrical Registration Scheme
 - Gas Industry Registration Scheme
 - Water Industry Registration Scheme

Undertakes Ground surveys and digital mapping

Enterprise plc Director HSEQ Utilities Division January 2008 – September 2008

Appointed in January 2008 reporting to the Group director HSEQ and MD of utilities responsible for a team of 26 persons with 5 direct reports. My role included coordinating the integration of the 3 work streams Gas Water and Power.

National HSEQ manager Gas & Power Services Division January 2007 – January 2008

Reporting between the Director of HSEQ and the respective managing directors for the Gas and Power services divisions with 16 direct reports. My role included Maintaining and building the respective management systems and fully integrating the Power services Division acquired by Enterprise some 18 months prior to my appointment. CDM coordination roles for major construction projects for the power services division coupled with CDM coordination roles for “street works” Gas Mains replacement projects.

National HSEQ Manager Gas Division May 2004 - January 2007

Reporting between the Director of HSEQ and the Managing Director for the Gas Division with 12 direct reports my role covered initially two areas of the country those being the North East of England and the East of England (East Midlands & East Anglia). Due to the success of the division in all aspects of HSEQ, delivery and commercial performance it grew and over a three year period grew in size eventually covering the whole of England (Excluding the south coast) the whole of Scotland and Southern Ireland. Giving me the responsibility for the safety of some 400 operatives and staff.

My responsibilities were that of maintaining the divisional accreditations, building and updating the management systems and working in conjunction with the operational management team to deliver a safe product.

BEG Manager North East & Cumbria. April 2003 – May 2004

As the regional Business Excellence Group Manager I reported directly to the Regional Director for the North East, Cumbria & Scotland. My main duty was to increase client satisfaction through Health, Safety, Environmental & Quality improvements.

British Gas Transco Network Officer September 2001 - April 2003

Focusing on HSE issues within the GAS Industry carrying out Environmental impact assessments and monitoring of discharge from the extensive gas storage network. My Main responsibilities were Plant & Equipment. RIDDOR reporting (All Categories) and Environmental (Waste Licensing ISO 14001). Streamlining the accident reporting procedure. Undertaking Fire Risk Assessments, Compiling site substance inventories ensuring compliance with COSHH.

Gas Service Layer October 1999 - September 2001

Coordinating installing and managing the installation of Gas Services on building sites in the North of England network, liaising with site foremen / Managers to deliver a prompt and responsive service.

Gas Service Engineer September 1980 – October 1999

Employed by British Gas / Transco in all aspects of Gas Installation and Emergency Services

Memberships & Affiliations

- Associate Member of the institute of occupational Safety and Health
- Practitioner Member of the Institute of Environmental Management and Assessment.
- Affiliate to the Considerate Contractors Association
- Yorkshire Gas Association

Reference

Mick McGrath Managing Director Gas Enterprise PLC Mobile: 07850325549	Andrew Reay Operations Director Aptus Utilities Ltd Andrew.reay@aptusutilities.co.uk Mobile: 07810155091
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