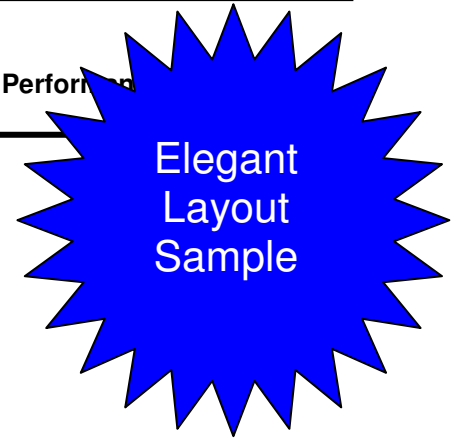


CLIENT NAME

Address Line One
Address Line Two
client.name@work.com

Home Ph: 03 9000 1234
Work Ph: 03 8000 2345
Mobile: 0400 123 456

CATERING MANAGER / CONTRACT MANAGER National Catering Policy/ Occupational Health & Safety / Contract Performance



- 20 years logistics, catering management & leadership experience
- Broad logistics expertise incl. supply, distribution & catering services
- Strong knowledge of Defence procurement systems & platforms
- Experienced in a la carte, fine dining & large-scale catering services
- Managed high level catering support to international teams
- Ability to transform under performing businesses to best practice operations
- Track record providing nutritional meals to staff on a daily basis
- Well-developed communication and interpersonal skills
- Demonstrated ability to manage complex, multi-discipline work teams

SKILLS SUMMARY

- Logistics management
- VIP catering
- Policy development
- Victualling
- Event management
- Training delivery
- Hospitality services
- Restaurant operations
- OHS & HACCP standards

VALUES

- Quality counts
- Promote teamwork
- Work safely
- Honesty and integrity

STRENGTHS

- Strong communication skills
- Down to earth nature
- Ability to manage large workloads
- Flair for motivating teams

INTERESTS

- Car restoration
- Time with family
- Touch football
- Reading historical novels

PROFESSIONAL EXPERIENCE

Jun 05 – Jun 07

STRATEGIC LOGISTICS POLICY

The Defence Strategic Logistics Policy team at Campbell Park is entrusted with high level logistics policy review and development across all logistics systems and processes for hundreds of Defence businesses nationally and internationally.

Catering Policy Manager

Handpicked to oversee all aspects of catering policy and capability for Army, Navy and Air Force globally. Responsibilities included policy development, capability development, contract negotiation and management, and operational catering advice to a broad spectrum of Defence and civilian stakeholders.

- Managed a program of audits and inspections to ensure compliance with regulatory standards. Determined and advised on guidelines for the standard of food cuts in Defence.
- Authored contract change proposals that resulted in the Corporate Services and Infrastructure Group recouping more than \$1 million under a key contract.
- Provided internal consultancy services across all aspects of catering to 50 senior managers, impacting a team of 700 catering specialists nationally.
- Played a key role in writing Defence catering manuals, affecting catering services for more than 50,000 people.
- Regularly briefed senior management on policy development and regulatory standards. Liaised with C suite executives to determine high-level end user needs as part of drafting the catering manual.
- Rewrote key elements of Navy's Natsup catering manuals for provisioning and rations management accounting. Advised on statements of works and reviewed tenders for catering services, making recommendations on winning bids.