

Personal and Professional Development						
Start Date	End Date	Duration (Days)	Type	Course	Organisation	Key Learnings/ Notes
Jan-23	Jan-23	1.0	1. Core	Construction Induction Card (i.e. White Card)	Pinnacle/ Worksafe Victoria	Registration to perform construction work. Registration Number: 0005681713 01
Nov-18	Nov-19	365.0	1. Core	Executive Masters Business Administration (EMBA)	Smartly	An elite EMBA with a unique technology-driven delivery approach which includes bite-sized lessons, case studies and group projects in class sizes of around 100 Students from over 20 countries around the world. The Curriculum includes Accounting, Markets and Economies, Data and Decisions, Leading Organizations, Marketing and Pricing, Strategy and Innovation, Finance and Operations Management.
Feb-19	Sep-19	187.0	1. Core	Certified Business Analysis Professional (CBAP)	University of Melbourne/ International Institute of Business Analysis (IIBA)/ BABOK	Working off A Guide to Business Analysis Body of Knowledge (BABOK), this certificate provides recognition of expertise in multiple business domains and the ability to tackle more complex projects, work with stakeholders to define and manage their business requirements, drive business processes, lead the BA effort, and identify opportunities to achieve better business results.
Feb-19	Feb-19	2.0	1. Core	ICAgile Certified Professional	Elaborat8/ ICAgile	According to the Agile Manifesto, the four core values of Agile Software Development are: - Individuals and interactions over processes and tools, - Working software over comprehensive documentation, - Customer collaboration over contract negotiation, - Responding to change over following a plan. This foundational certificate focused on applying an Agile mindset in real life situations including a range of possible framework approaches such as SCRUM and Kanban.

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May-17	Aug-17	92	1. Core	Lean Six Sigma Green Belt (LSSGB No 6555466805)	Vative/ Lean Six Sigma Society of Professionals (LSSSP)	Lean is a systematic method for reducing waste, usually through continuous, small improvements (Kaizen). Six Sigma is a data driven approach to improving quality through the elimination of defects. Lean Six Sigma methodology promotes collaborative effort in improving the efficiency and effectiveness of teams and processes. It can be used to define and improve specific problems or as a framework for organisation wide cultural change.
Jul-15	Jul-15	15	1. Core	Lean Japan Tour	Shinka Management	Lean manufacturing is derived mostly from Japan's Toyota Production System (TPS). This two-week deep dive into TPS at modern factories and offices included the production of nuts and bolts feeding up multiple layers "Just In Time (JIT)" to a finished car off the assembly line. It included substantial practical exercises and cultural context especially around the concepts of artifacts, visual management, reward and success.
Mar-11	Mar-11	29	1. Core	Certificate IV in Training and Education (TAE)	TP3	Certification required to deliver adult training, education and assessments in Australia. *Updated from the TAA
Jan-04	Dec-08	1796	1. Core	Bachelor of Science; Psychology Major	University of Melbourne	<b>First Year and Breadth Subject:</b> Physics, Chemistry, Mathematics, History, Philosophy <b>Major:</b> Psychology including Social, Personality, Developmental, Clinical, Quantitative, Behavioural, Neuro, Cognitive, Research
Feb-22	Feb-22	1	2. Supporting	Working with Children Check	Justice Victoria	
Feb-22	Feb-22	1	2. Supporting	National Police Check	Australian Criminal Intelligence Commission	

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Oct-16	Dec-16	61	2. Supporting	Leadership and Management	University of Melbourne	This online learning program included the following topics: Building and Managing Teams, Change Management, Emotional Intelligence in Leadership, Engaging and Motivating Employees, Making Decisions, Leadership and Managing Difficult Situations.
Nov-15	Nov-15	1	2. Supporting	Visual Management Master Class	Shinka Management	Following on from the Lean Japan Tour, this one day certificate included a further deep dive into Visual Management in TPS and other Lean organisations.
Jun-13	Jun-15	720	2. Supporting	Business Training Program	Seek Learning/ Skillssoft	Included access to online material for the following courses, but not certifications: <ul style="list-style-type: none"> <li>- Project Management Institute (PMI) CAPM &amp; PMP</li> <li>- PRINCE2® Foundations</li> <li>- Certified Business Analysis Professional (CBAP)</li> <li>- Microsoft Project 2010, Managing Projects</li> <li>- Microsoft Office Specialist (MOS) on Microsoft Office 2010</li> <li>- Six Sigma Green Belt (SSGB)</li> <li>- PMI (ACP) Agile Certified Proactioner</li> <li>- Six Sigma Black Belt (SSBB)</li> </ul>
Sep-11	Sep-12	366	2. Supporting	Microsoft Excel Course	EzyLearn	Included course material and practical exercises developing Microsoft Excel skills from beginner to advanced level. No certification included.
Jan-10	Dec-10	323	2. Supporting	Certificate IV in Training and Assessment (TAA)	Inspire Education/ MW Training Consultants	Certification required to deliver adult training, education and assessments in Australia. *Updated to the TAE
Aug-06	Sep-06	32	2. Supporting	Implement Food Safety Procedures	NMIT	Certification required to manage a food venue in Australia.
Jan-04	Jan-04	4	2. Supporting	Responsible Serving of Alcohol (RSA) Certification	State Government of Victoria, Liquor Licensing	Certification required to serve alcohol in Australia. This was last renewed 7th February 2012.

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Feb-98	Dec-03	2143	2. Supporting	Victorian Certificate of Education (VCE)	Camberwell Grammar School	<b>Subjects:</b> English, Mathematical Methods, Specialist Mathematics, Physics, Chemistry, Music Performance: Pipe Organ. <b>ENTER Score:</b> 87.25
Oct-17	Jan-18	92.0	3. Incidentals and Interests	T20 Premiership Player	Macedon Cricket Club	Wallan <b>(5/157cc)</b> def by Macedon <b>(9/162cc)</b>
Jun-14	Jun-14	10	3. Incidentals and Interests	PEXA Subscriber Manager	Property Exchange Australia (PEXA)	One of the inaugural system administration certificates for the new Australian Electronic Conveyancing network enabling online property and funds transfer online.
Jul-12	Jul-13	365	3. Incidentals and Interests	Lean Six Sigman Green Belt (LSS GB) Training	CGU	Structured learning programs, on-the-job training and mentoring, but no certification, from Black Belts (BB's) and Master Black Belts (MBB's) within CGU.
Aug-10	Apr-11	243.0	3. Incidentals and Interests	A Grade Premiership Player	Burwood District Cricket Club	Burwood District <b>(10/212)</b> def Elgar Park <b>(10/162)</b>
Aug-10	Apr-11	243.0	3. Incidentals and Interests	BDCC Club A Grade Bowling Averages	Burwood District Cricket Club	Matches: 13 Overs: 131.1 Maidens: 33 <b>Wickets: 39</b> Runs: 297 Strike Rate: 20.18 Economy Rate: 2.27 Best Bowling: 5/8 <b>Average: 7.62</b>
Aug-10	Apr-11	243.0	3. Incidentals and Interests	BHRDCA Asociation A Grade Bowling Averages	Burwood District Cricket Club	Matches: 13 Overs: 131.1 Maidens: 33 <b>Wickets: 39</b> Runs: 297 Strike Rate: 20.18 Economy Rate: 2.27 Best Bowling: 5/8 <b>Average: 7.62</b>
Mar-10	Mar-10	30	3. Incidentals and Interests	Elmo	SKM	A short course on Environmental Health and Safety Management, including introduction to SKM's new ELMO system. *Exact dates unknown

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Mar-10	Mar-10	30	3. Incidentals and Interests	Live It	SKM	A short course for living Health and Safety in everyday office life. *Exact dates unknown
Mar-10	Mar-10	30	3. Incidentals and Interests	Manual Handling in the office	SKM	A short course for physically working and moving around the office including desk ergonomics. *Exact dates unknown
Sep-09	Sep-09	29	3. Incidentals and Interests	Incident Management	SKM	A short course on how to effectively manage and report incidents particularly where staff safety is involved. *Exact dates unknown
Sep-09	Sep-09	29	3. Incidentals and Interests	r-Evolutions	SKM	A short course on how to implement sustainable practices in business. *Exact dates unknown
Sep-09	Sep-09	29	3. Incidentals and Interests	Big Picture Workshops	SKM	A short course on broad views of company practices now and in the future with particular focus on engineering consultancy. *Exact dates unknown
Aug-08	Apr-09	243.0	3. Incidentals and Interests	BDCC Club B1 Grade Bowling Averages	Burwood District Cricket Club	Matches: 11 Overs: 123.3 Maidens: 38 <b>Wickets: 22</b> Runs: 376 Strike Rate: 33.68 Economy Rate: 3.05 Best Bowling: 5/48 <b>Average: 17.09</b>
Aug-06	Sep-06	32	3. Incidentals and Interests	Follow Workplace Hygiene Procedures	NMIT	Certification required to serve food in Australia.
Feb-05	Mar-05	28	3. Incidentals and Interests	University Host	University of Melbourne	Host for new first-year students, introducing them to the university.
Jan-01	Dec-02	699	3. Incidentals and Interests	Head of Senior School Band and Orchestra Percussion Section	Camberwell Grammar School	The team performed across a range of musical styles and instruments including bass drum, snare drum, drum kit, timpani, cymbals, xylophone, glockenspiel and my speciality, the triangle.
Jan-00	Dec-02	1065	3. Incidentals and Interests	Senior School Choir, Chapel Choir and Chamber Choir	Camberwell Grammar School	Baritone singer for multiple choirs and a range of music styles. Some work was paid or in conjunction with my Pipe Organ studies.

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Jan-99	Dec-02	1430	3. Incidentals and Interests	School Debating Team	Camberwell Grammar School	Interschool team debating on a range of current social and political topics.
Sep-02	Sep-02	0	3. Incidentals and Interests	House Colours	Camberwell Grammar School	Awarded for exceptional service to Summons house, especially in the music department.
Feb-02	May-02	111	3. Incidentals and Interests	Grade 4 Percussion	Australian Music Examinations Board (AMEB)	At the time, this was the highest level that could be obtained by percussionists. Awarded a Pass with Honours including technical work, snare drum, xylophone, timpani, aural and general knowledge.
Oct-01	May-02	212	3. Incidentals and Interests	School Production of Guys n Dolls (Big Jule)	Camberwell Grammar School	Key supporting role in the senior school play in conjunction with Methodist Ladies' College (MLC)
Jan-01	Mar-01	59.0	3. Incidentals and Interests	Grade 1 Pianoforte	Australian Music Examinations Board (AMEB)	Achieved the first grade, before focusing attention on performance and the pipe organ.
Jan-99	Dec-00	700	3. Incidentals and Interests	Duke of Edinburgh Award - Bronze	The Duke of Edinburgh's International Award Foundation	Awarded to youth for completing set objectives in the following criteria: - Service/ Volunteering - Physical/ Sport - Skills - Expedition
Jan-99	Dec-99	334	3. Incidentals and Interests	Head of Middle School Band and Orchestra Percussion Section	Camberwell Grammar School	The team performed across a range of musical styles and instruments including bass drum, snare drum, drum kit, timpani, cymbals, xylophone, glockenspiel and my speciality, the triangle.
Jan-93	Dec-98	2160	3. Incidentals and Interests	Treble Singer	Victorian State Childrens Choir	Singing many music styles and with some dance elements.
Jun-98	Sep-98	92	3. Incidentals and Interests	School Ski Team	Camberwell Grammar School	Division 2 Slalom. Awarded team spirit award.
Feb-92	Dec-97	2147	3. Incidentals and Interests	Primary School Certificate of Graduation	Hartwell Primary School	Primary Education from Grade 1 to Grade 6.
Mar-96	Oct-96	214	3. Incidentals and Interests	European Touring Choir	Victorian State Childrens Choir	A 24 person touring choir of boys and girls aged 8 to 15 selected to tour the Vatican, churches, schools and hospitals in Rome, and the United Kingdom.

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Mar-95	Jun-96	458	3. Incidentals and Interests	Cub Scout Sixer	The Scout Association of Australia	The Australian Scouts teaches children about being respectful, trustworthy, honest, fair and to believe in themselves. I reached Sixer (Team Leader) of the Green six in the 2nd Camberwell South pack.
Jan-86	Feb-23	13548.9	3. Incidentals and Interests	Born	Robyn Grace and Brian Grace	Mum was a teacher, Dad was a salesman, both are small business owners.