

# Michael Pyke - Experience Presentation





## APPRENTICE FITTER/MACHINIST





## MAINTENANCE FITTING

- Paper mills
- Food manufacturing
- Hospitals
- Machine shops
- Farms





**DOBMAC**  
AGRICULTURAL MACHINERY



## FITTER/MACHINIST

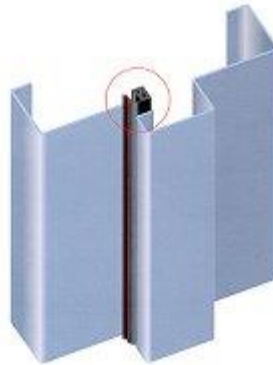
- Manufacture and Repair of farm Equipment





## Fitter / Welder

- Manufacture of steel door frames
- Installation of Fire Doors and Frames





Storeman, Installer, Machinist Alloy vehicle accessories





Developed concept through to design,  
Patented, Sourced manufacturer in  
Taiwan. Marketed around Australia. Now  
Selling in over 150 bike shops around  
Australia.

Wife now managers business as her job.

[www.pushmehome.com.au](http://www.pushmehome.com.au)

## Push me Home For Bikes and Trikes



**NEW!**



Bike Trailers Available  
February 2007







## Air conditioning mechanic

- Cooling tower maintenance
- Chilled water AC system maintenance
- Filter replacements
- Chiller maintenance





## Locksmith

- Master keying and key registers
- Key cutting
- Electronic lock set up and maintenance
- Security systems
- Safe maintenance
- Casino security



**CONRAD JUPITERS**

**SAFETY &**

**SECURITY DEPARTMENT**

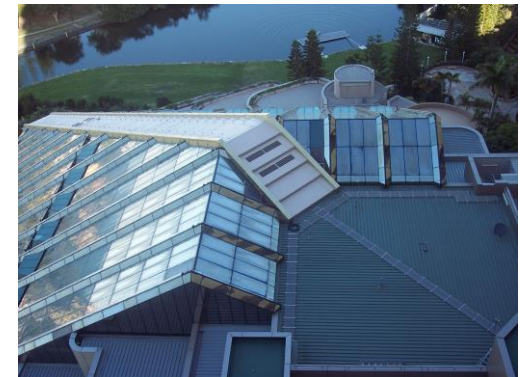


KEY CONTROL MANUAL



## Project Coordinator

- Capital project design and management
- Drawing management
- Contractor tenders and management
- Financial management







## Building Supervisor

- Supervision of a team of 25 trades staff
- Hotel, Casino, F&B, Convention maint.
- R&M co-ordination
- Preventative maintenance planning
- Project management
- Multiple department coordination
- FF&E control and development
- WH&S training and management







## Building Supervisor





## ASSISTANT FACILITY MANAGER

- Property Facilities management
- Contractor management
- Capital works planning and management
- Onsite trades team management
- R&M work planning
- PM planning and implementation
- Compliance Contract set up and management
- Fire system management
- Security management
- WH&S management







## FACILITY MANAGER

- Remote facility management 150 sites
- Contractor engagement and management
- Site inspections and condition monitoring
- Working across multiple groups
- Compliance contract management
- WH&S control and management
- Coordination of works with regulative authorities
- PM set up and coordination
- Asset Life cycle planning and Capital Planning







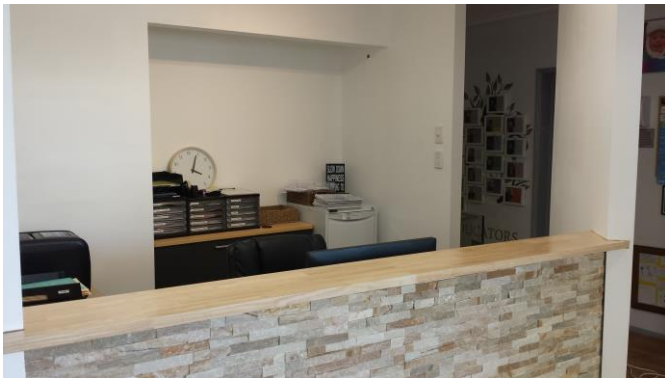
## REGIONAL FACILITY MANAGER

- Senior Facilities management role
- Managing a 7 FM team across multiple sites
- Compliance management
- KPI management
- Asset auditing and Lifecycle planning and capital works management



## FACILITY MANAGER / PROJECTS

- Site facilities management
- Contractor management
- Compliance management
- Project design and construction management





# CITY OF **GOLDCOAST.**

## OPERATIONS COORDINATOR

- Property Facilities management
- Contractor management
- Capital works planning and management
- Onsite trades team management
- R&M work planning
- PM planning and implementation
- Compliance Contract set up and management
- Fire system management
- Security management
- WH&S management
- Coordination of works with regulative authorities
- Asset Life cycle planning and Capital Planning





## SENIOR FACILITIES MANAGER

- Senior Facilities management role
- Managing a team of 9 and 32 Shopping Centre's
- Compliance management
- Contractor work management
- KPI management
- Asset auditing and Lifecycle planning
- Capital works management





## NATIONAL PROJECT MANAGER “ASSETS”

- Complete asset audit of 41 sites
- Set up of Asset database
- Set up of CMMS
- Formulation of 10-year Capital forecast
- Set up PM program
- Capital works project management
- Sustainability project research
- Strategic Asset management plan
- Asset Class Management Plan







## NATIONAL MANAGER

- 3000 Sites under management
- Team of 30 contractors and 12 direct reports
- Strategy development and implementation
- Set up PM program
- Capital works project management
- Equipment procurement
- Contract negotiation and management





## ASSET AND FLEET MANAGER

- Senior Leadership Team Member
- Team of 8 direct reports
- Budgeting and maintenance of 230 buildings
- Asset Strategy development and implementation
- Set up PM program
- Capital works project management
- Equipment procurement
- Procurement and co-ordination of a 150 strong vehicle fleet



# Management Bible

-Documents Written, implemented and ready to use

- Strategic asset management plan
- Asset Category management plan
- Preventative maintenance schedule
- Property Compliance checklist
- Asset Audit input plan
- Site Induction
- Roof Access Permit
- Working at Height Permit
- Vacant Tenancy Checklist

Preventative Maintenance Plan																									
Asset Type	SAP ID's	Block	Maintenance	Detailed Work Order	Frequency	SAP Budget / Cost	Maintenance Service Provider	Support	Business Rules	Cost per year	Notes														
Asset ID	Asset Name	Asset Type	Asset Category	Asset Description	Asset Key	Asset Value	Asset Status	Asset Location	Asset Owner	Asset Manager	Asset Contact	Asset Date	Asset Status	Asset Date	Asset Status	Asset Date	Asset Status	Asset Date	Asset Status	Asset Date	Asset Status	Asset Date	Asset Status	Asset Date	Asset Status
Preventative Maintenance														Jul-01	Aug-01	Sep-01	Oct-01	Nov-01	Dec-01	Jan-02	Feb-02	Mar-02	Apr-02	May-02	Jun-02
Kitchen Deck	PM01	Clean	Clean	Clean and inspect unit in accordance with manufacturer's instructions	Quarterly		TP Contract Manager	PM0101																	
Chemical Cist	PM02	Service	Service	Check chemical levels and top up as required	Quarterly		TP Contract Manager	PM0201																	
Pool Pumps and valves	PM03	Service	Service	Check pump operation and oil levels	Quarterly		TP Contract Manager	PM0301																	
Pathway	PM04	Inspection	Inspection	Level 1 inspection - inspect pathways for safety and hazard	Quarterly		TP Contract Manager	PM0401																	
Roof/Gutter and Chime	PM05	Clean	Clean	Check for debris, clean gutters and chime	Quarterly		TP Contract Manager	PM0501																	
Thermocouple Mixing Valve	PM06	Test	Test	Test thermocouple mixing valve	Annually		BM Plumbing	PM0601																	
RFZs	PM07	Test	Test	Test RFZ valves	Annually		BM Plumbing	PM0701																	
Equipment Bonding	PM08	Electrical	Electrical	Test equipment bonding	Annually		BM Plumbing	PM0801																	


## Roof Access Permit

Before any Contractor may be allowed access to roof, this roof access permit must be completed in FULL and approved by Authorised KFA Personnel. A Roof Access Permit is not required if a BMU Permit, Industrial Rope Access Permit or Work at Height Permit has already been issued.

NO AUTHORIZATION for roof access will be granted without KFA first having received a site specific Risk Assessment (SWMS) which identifies the risks and relevant controls for the work to be undertaken on the roof.

PROPERTY DETAILS:	
Property Address	
KFA Work Order Number	
Date of Permit	
Time of Permit	Permit Begins: <input type="checkbox"/> Choose an item Permit Ends: <input type="checkbox"/> Choose an item
Contractor Company Name	
Contractor Representative Name	
Contact Number	
Description of work to be undertaken	
Location of work	
Potential hazard(s) (Consider attributes of roof e.g. gradient >15° construction materials - age, condition, slip/trip, fall, Legionsella, radiation hazards etc.)	
SWMS or Risk Assessment provided?	Yes <input type="checkbox"/> (It must be relevant to the site, task and conditions on the day) No <input type="checkbox"/>
Is fall restraint equipment being used for this work? If YES, has an appropriate RESCUE PLAN been provided?	Yes <input type="checkbox"/> (It must be relevant to the site, task and conditions on the day) No <input type="checkbox"/>
ROOF ACCESS REQUIREMENTS (To be completed by person requiring access to roof)	
List persons requiring access to the roof:	
1. <input type="checkbox"/>	3. <input type="checkbox"/>
2. <input type="checkbox"/>	4. <input type="checkbox"/>
5. <input type="checkbox"/>	6. <input type="checkbox"/>

## Vacant Tenancy Inspection Report

Client Name	
Tenancy Number	
Prepared By	Michael Pyle
Date of Inspection	
EXISTING TENANCY CONDITION	
FLOORS	
Existing floor condition?	
<input type="checkbox"/> Concrete slab ready for handover	
<input type="checkbox"/> Concrete slab with minor works	
<input type="checkbox"/> Vinyl	
<input type="checkbox"/> Tiles	
<input type="checkbox"/> Other - specify	
Carpet	
Attach Photos	
	
WALLS	
Existing wall condition?	
<input type="checkbox"/> Exposed brickwork	

## Work at Height Permit

This permit must be completed in FULL and approved by Authorised KFA Personnel whenever Work at Heights, including use of fall arrest systems, is scheduled. A Roof Access Permit is not required if a Work at Height Permit has been issued. A separate permit is required for Industrial Rope Access (climbing) and use of a Building Maintenance Unit (BMU).

NO AUTHORIZATION for Work at Heights will be granted without KFA first having received a Site Specific Risk Assessment (SWMS) and appropriate Rescue Plan (if the latter where applicable).

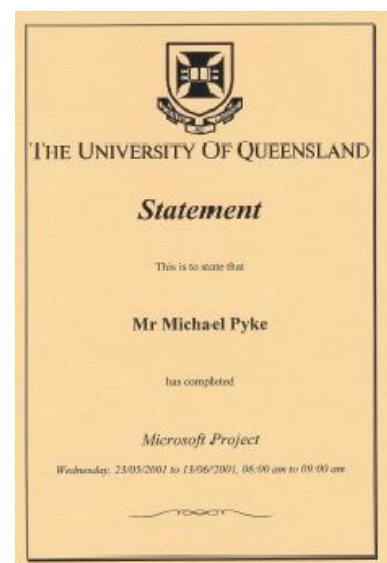
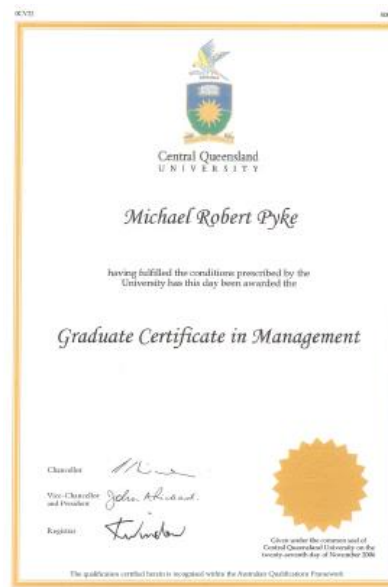
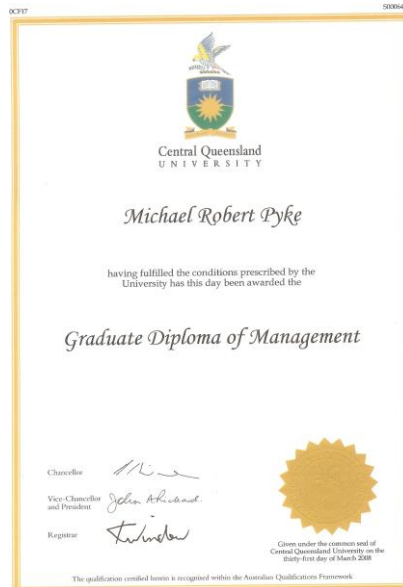
PERMIT DETAILS:	
Property Address	KFA Work Order No
Date of Permit	
Time of Permit	Permit Begins: <input type="checkbox"/> Choose an item Permit Ends: <input type="checkbox"/> Choose an item
Contractor Company Name	
Contractor Representative Name	
Contact Number	
Description of work to be undertaken	
Location of work	
Potential fall hazard(s) (Consider attributes of work location, equipment failure, roof profile etc.)	
SWMS or Risk Assessment provided?	Yes <input type="checkbox"/> (It must be relevant to the site, task and conditions on the day) No <input type="checkbox"/>
Is fall restraint equipment being used for this work? If YES, has an appropriate RESCUE PLAN been provided?	Yes <input type="checkbox"/> (It must be relevant to the site, task and conditions on the day) No <input type="checkbox"/>
Risk Management Controls to complete:	
Are the weather conditions such that the work can be carried out safely?	Consider wind, precipitation, lightning etc. Yes <input type="checkbox"/> No <input type="checkbox"/>
Scaffold	Yes <input type="checkbox"/> No <input type="checkbox"/>
Elevated work platform (EWP)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Ladder	Yes <input type="checkbox"/> No <input type="checkbox"/>
Other (please specify)	
Has the equipment been inspected by a competent person and confirmed fit for purpose in accordance with relevant statutory requirements?	Scaffold - Designed, constructed and certified. Copy of handbook certificate available for inspection. EWP - Suitably serviced, maintained, erected and inspected. Log book completed. Yes <input type="checkbox"/> No <input type="checkbox"/> Not <input type="checkbox"/>

## Property Risk Audit - Document Request Form

Element	Required Documents/Evidence	Phone Specify Y/N/NA
Public Liability	Slip Test Results (most recent) Monthly work place inspection (if undertaken by management security) Evidence of shade sail inspections (if present)	
Confined Spaces	Confined Space Register Completed Confined Space Entry Permits (if entry into Confined Spaces has been undertaken in the past 12 months) SWMS (risk assessments completed by contractors entering confined spaces (if entry has been undertaken) Evidence of training for confined space entry (if entry has been undertaken)	
Cooling Towers (if applicable)	Registration certificates (VIC and NSW only) Risk Management Plans (reviewed in past 12 months) Audit Certificates (VIC and NSW only, completed in past 12 months) Inspection, service and cleaning records (past 3 months) Water sampling results for Legionella and Pseudomonas Aeruginosa (PCA) (per past 3 months)	
Electrical Safety	Any elevated RCD or Legionella results in the past 12 months and evidence of decontamination Test and tag report (most recent) RCD test report (most recent) Thermographic Test Report (most recent) RFR Risk Assessment Manual (if present)	



# Qualifications



# My Life Philosophies

Knowing What Needs To Be  
Done  
Having The Tools To Do It  
Right  
And Then Doing It Right  
THE FIRST TIME

“True humility is  
not thinking less  
of yourself; it is  
thinking of  
yourself less.”  
— C.S. Lewis

I think it is possible for ordinary people  
to choose to be extraordinary.

**Elon Musk**

If you tell the truth, you don't have to remember  
anything.

**Mark Twain**

Train people well enough so they can  
leave, treat them well enough so they  
don't want to.

**Richard Branson**

I've learned that people will forget what  
you said, people will forget what you did,  
but people will never forget how you  
made them feel.

**Maya Angelou**

Look for 3 things in a person.  
Intelligence, Energy, & Integrity.

If they don't have the last one, don't even  
bother with the first two.

**Warren Buffett**