

FOREWORD

Provides advice, training, consultation, monitoring and governance to support stakeholders and ensures that relevant WH&S legislations and DGC policies and procedures are implemented and effective. Provides WHS advice to management and worker of all levels.

Possesses superior communication skills, completes work within established routines, methods, and procedures whilst working closely alongside Management, Operations, site Project Managers and administrative staff.

CAREER HISTORY**De Goey Contractors Pty Ltd – EHS Team Leader****Aug 2022 – Current**

- Positively influence and advise leaders and workers on health and safety matters, requirements under WHS legislation, and drive forward the agenda for positive health and safety change in the workplace
- Maintain a sound knowledge of current legislation, DGC policies and guidelines
- Provide advice, training, consultation, monitoring and governance for compliance, to support stakeholders and ensure all relevant WH&S legislation, policies and procedures are implemented and effective
- Compile, prepare and provide various monthly reports relating to environment and safety performance
- Manage and develop assigned projects for the development of WHS Management System development programs and perform peer reviews on draft documents
- Facilitate audits to ensure the WHS systems and activities at DGC are implemented, effective, and in accordance with legislative and DGC requirements
- Lead allocated site visits, inspections, incident investigations
- Develop and format high quality documents, presentation material, training material, and internal and external reports for stakeholders
- Complete allocated WHS actions as directed, and support and assist other DGC team members
- Client meetings and site visits / field leadership
- Oversee incident investigations and injury management
- Risk Management
- Actions from ICAM
- Actions from Management meeting and Supervisor/safety meeting
- Perform scheduled site inspections
- Perform internal audits and assist with external audits
- Oversee D&A testing and any relevant follow up and Management Plans
- Develop and oversee Health Monitoring Plans and legal requirements
- Develop and oversee PC Management Plans
- Oversee document review changes and changes to EHS policies and processes
- Oversee health, safety and environmental risk registers and oversee health and safety projects

Mackay Base Hospital MHHS – Mackay QLD**Jul 2019 – Aug-22**

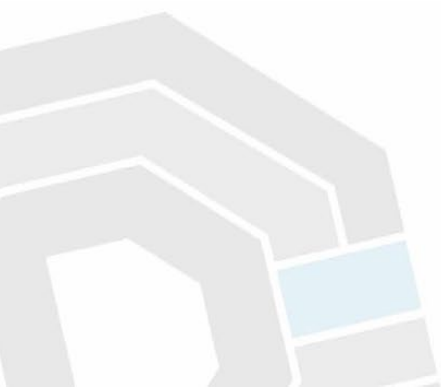
- Estimate, plan and assess project lead times & costs
- Read and interpret technical drawings to complete material take offs
- Analyse pricing for cost effectiveness
- Complete and submit tender proposals
- Collate forms, job scopes, QA and procedures to complete project job packs

Thiess Caval Ridge Mine QLD – Safety Advisor**Oct 2017- Mar 2018**

- Ensure site processes and documentation are in accordance with Queensland Coal Mining legislation
- Review, update, and develop site procedures and processes
- Establish and retain positive working relationships with team members, colleagues, and management
- Build rapport with workers by spending time in the field and wanting to understand their work
- Consult with health and safety representatives and workers
- Provide advice and information to workers regarding workplace health and safety
- Actively encourage team participation and communication
- Liaise with various departments in relation to workplace health and safety management system
- Use computer applications including internal company programs
- Facilitate and participate in Risk Assessments and WRAC's
- Facilitate and participate in incident investigations including ICAM Investigations
- Facilitate and participate in safety meetings and toolbox talks
- Hazard and Near Miss identification and reporting
- Participate in site safety leadership programs
- Internal auditing
- Monthly reporting

QUALIFICATIONS

- Diploma in Neuroscience of Leadership
- Diploma of Work Health and Safety
- Certificate 4 in Occupational Health and Safety
- Certificate 4 in Training and Assessment
- Certificate 3 in Business
- Certificate 2 in Retail
- ICAM Lead Investigator Training
- Risk Management
- Internal Auditor Training
- Rehabilitation and Return to Work Coordinator
- ChemAlert Comprehensive User Training
- Writing Winning Technical Documents Course (EEA)
- QR Safely Access Rail Corridor (SARC) and SARC at Load and Unload Facilities
- HLTPAT005 – Collect specimens for drugs of abuse testing
- Mate2Manager Advanced training
- Mental Health First Aider



This is to certify that this is a true copy
of the original / copy / download which I
have sighted.

Date..... 26 JUN 2019

Signed..... Frances Mary Killian

Name..... Frances Mary Killian
J.P. (Qual)



plenty training

This is to certify that

ERIN KIRKPATRICK

has fulfilled the requirements for

Diploma
of
Work Health and Safety
BSB51312

having completed the units of competency identified overleaf

Issued on 11 September 2013

Certificate number 13091106

M. Morton

Maria Morton, General Manager, Plenty Training



**NATIONALLY RECOGNISED
TRAINING**

This qualification is recognised within the Australian Qualifications Framework

A summary of the employability skills developed through this qualification
can be downloaded from <http://employabilityskills.training.com.au>

Plenty Training is a division of Plenty Systems Pty Ltd
Registered Training Organisation (RTO) No. 32371 | Australian Business Number 16 085 565 840
Suite 7, South Building, 34-36 Glenferrie Drive, Robina, Queensland, 4226
Web: www.plentytraining.edu.au | Telephone: 1300 688 415

This is to certify that

Erin Kirkpatrick

has fulfilled the requirements for

Certificate IV in Occupational Health and Safety

BSB41407 ✓

7th June 2011

[Signature]

State Manager
NSCA

Date issued:
7th June 2011

Certificate Number:
1724021014002



NATIONALLY RECOGNISED
TRAINING



NATIONAL
AUDIT AND
REGISTRATION
AGENCY

RTO Provider Number: 103984



The qualification certified herein is recognised within the Australian Qualifications Framework
A summary of the employability skills developed through this qualification can be downloaded from
<http://employabilityskills.training.com.au>

Original certificate is issued with a gold seal

ENTERED

✓ BSB41407 - Certificate

BSBLED401A ✓

BSBOTH402B ✓

BSBOTH403B ✓

BSBOTH404B ✓

BSBOTH405B ✓

BSBOTH406B ✓

BSBOTH407A ✓

BSBOTH408A ✓

19/9/12 AS

SAFETYWISE

STATEMENT OF ATTENDANCE

This is to certify that

Erin Kirkpatrick

has satisfied all the requirements for the award of
Statement of Attendance in the

Incident Lead Investigator Training Program

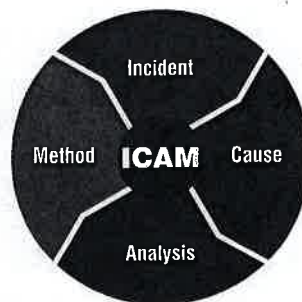
Course location: Moranbah, QLD

Dates: 11th November to
12th November 2010

Course Director:



Safety Wise Solutions



SWS12625



STATEMENT OF ATTAINMENT

A Statement of Attainment is issued by a Registered Training Organisation when an individual has completed one or more accredited units

This is a statement that

Erin Barton

has attained

HLTPAT005 - Collect specimens for drugs of abuse testing

This unit meets the training requirements as defined for a collector in the Standards AS/NZS 4308:2008 (urine) and AS/NZS 4760:2019 (oral fluid)

11-Aug-24



Darron Brien
Managing Director



NATIONALLY RECOGNISED
TRAINING

RTO 31988

Certificate Number

14289475-9308008

13-Aug-24

Dear Erin Barton

Congratulations on completing training in Breath Alcohol, Oral Fluid-Saliva and Urine testing methods with the Drug and Alcohol Testing Institute. Please find your Statement of Attainment with this letter.

With kind regards



Darron Brien

Managing Director



CERTIFICATE OF COMPLETION

This certificate is awarded to:

Erin Barton

MATE2MANAGER ADVANCED

4TH OCTOBER 2023

Building Your Foundation: A Self-Assessment

Managers vs Leaders

Planning a Successful Transition

Communication & Expectation

The Way Forward

Accelerators



A stylized, handwritten signature in blue ink, appearing to read 'Judy Porter'.

Judy Porter

BBeSt(Psych) |
Advanced Strengths Coach |
MBTI Practitioner



CERTIFICATE OF **ACCREDITATION**

MENTAL HEALTH FIRST AID AUSTRALIA

accredits

Erin Barton

as a **Standard Mental Health First Aider**
after successful completion of the course and assessment.

This 12-hour course teaches skills for providing initial help to a person who is developing a mental health problem or experiencing a mental health crisis.



Sandra Karner

MHFA INSTRUCTOR(S)

15/12/2022

ACCREDITATION DATE

15/12/2025

ACCREDITATION EXPIRY DATE