

Tony Ayling

AREAS OF EXPERTISE

- *Business Analyst*
- *Project Management*
- *Mentoring, Training and Assessment*
- *Software Development*
- *Web Services & Development*
- *Supplier Negotiation*
- *Systems Integration*
- *Data Conversion*
- *Data Mining*
- *Help Desk and Support Management*
- *Change Management*
- *Audio / Visual Production*

PERSONAL SKILLS

- *Strategic approach to personal and business activities*
- *Systems approach to investigation and adoption of solutions*
- *Strong belief and practice in quality*
- *Strong communicator*
- *Highly focused problem solving approach*
- *Well-developed consultancy and training skills that result in successful management of change*
- *Extensive experience in overseas consulting including S.E. Asia, USA and Europe*
- *Strong Customer Focus*
- *Php/Mysql jQuery, JavaScript, html, css, Joomla*

PERSONAL DETAILS

Tony Ayling
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REFEREES

On request

PERSONAL SUMMARY

A positive, proactive and results-driven senior manager who is a highly regarded and experienced I.T. Business Analyst, Project Manager and trainer skilled across a wide range of software applications including Sharepoint, HRM, Payroll, ERP, Supply Management, Point of Sale and Inventory Management.

Excellent interpersonal, communication and negotiation skills, possessing a significant record of achievement in Web Development, Software Development, Customer Interface and relationships, System Integration, Data Conversion, Data Mining, Software training, Help Desk and Support Management, Web Hosting and Management.

Able to quickly understand and embrace the mission, vision and values of an organization, with the proven ability manage change whilst leading and motivating high-performance teams.

EDUCATION

Plymouth University

Electronic Engineering Science, Telecommunications, Advanced Mathematics.

Cert IV TAE 40110 Training & Assessment - 2015

Cert III Security Operations - 2015

PROFESSIONAL EXPERIENCE

Consulting and Project Management, various clients
Harmony Solutions Pty Ltd 1990 – 2015

Providing I.T. Business Analysis, I.T. Consulting, Project Management Services around web based applications into a wide range of clients, I have successfully developed, implemented and supported (both through HelpDesk and Training) a number of programs including Sharepoint, Human Resource Management and Inventory and Financial Systems throughout Australia.

A high level skill-set in data mining and analysis has given me an excellent reputation for accurate and reliable data conversions and for strategic and mission critical reporting and analysis of corporate data. This includes:

- Mission critical data management of training and workplace health and safety data for organisations such as Ergon Energy, Capricorn Electricity and Peabody Mining Services.
- Cross government department analysis and reporting on training activities and costs.
- Cross government department analysis and reporting of equal employment opportunity statistics.
- Manpower Planning Analysis for Queensland Rail for redeployment and training distribution and management.
- High volume casual recruitment management system for the hospitality industry

All projects involved:

- Integration of systems including Financials, Payroll and Inventory
- Submitting recommendations for organisational development/change management issues, strategies development and implementation
- Submitting recommendations for procedures' development - establishing a quality operational environment

- Develop presentations for senior executives, operational managers and staff for workshops and small group meetings and organising and conducting strategic workshops for the management team.
- Develop and present training courses for both administration and management teams.

Design and implementation, Human Resource Management Solutions, various clients

- Designed implemented and supported total Human Resource Management Solutions for major clients including:

Hospitality Perisher Blue Ski Resort

Utilities Ergon Electricity Capricorn Electricity, South West Power

Mining Peabody Mines, EROC Mining, New Hope Mines

Government Police, Emergency Services, CJC, Department of Justice
Treasury, Public Trust Office, Tourism & Sports, Department of Employment Training
and Industrial Relations DPI

Insurance Mercantile Mutual

Local Government Redcliffe City Council

Telco Service Provider Pacific Star Communications

- Implemented HRIS and payroll systems for above organisations with headcounts ranging in size from 150 to 9000. Established interfaces with mainframe HR systems to maximise system flexibility while retaining data integrity including modules for:
 1. Training and Development Administration
 2. Workplace Health And Safety
 3. Performance Planning & Review
 4. Employment Equity
 5. Competency Management
 6. Recruitment
 7. Leave Administration
 8. Full HR Core Biographical and Establishment Administration
- Collated, cleansed and migrated data from legacy human resource systems to the implemented solution to ensure employee history maintained.
- Developed System Documentation
- Liaised with project managers and database administrators to ensure data transfers occurred at the highest possible standard.
- Developed and designed a range of analysis reports across all modules
- Developed and designed an range of data export routines for transferring data to Excel Spreadsheets and Charting software
- Designed and presented user training courses across all modules
- Supported and maintained client system both onsite and via remote control software.

PERSONAL INTERESTS AND ACTIVITIES

I am a keen Rugby Union supporter and represented Over 35 rugby for Redlands, toured overseas with the World Rugby Over 35s and Masters Games. I was the Stage Manager for the opening ceremonies when Brisbane hosted in 2003.

I enjoy catamaran sailing on Moreton Bay and Motorcycle Cruising around SE Queensland.

I was actively involved in music and the arts in Redland City and surrounding areas, including sitting on RADF committee, supporting Redland Eisteddfod with Website design / hosting and also perform live as part a music duo at corporate events.

SOME CLIENTS AND PROJECTS (on contract)

2000-present

Company	Role	Project Description
Various Clients	Website Development / Training	<ul style="list-style-type: none"> • Design / develop websites and train in operation, including: • online store, • Video Training Site. • Event Management Booking Site • Car Rental Booking Site
Star Community Transport	Sharepoint design, implementation and training	<ul style="list-style-type: none"> • Analyse requirements for implementation of Sharepoint • Develop business plan around business policies and procedures and business community requirements • Design, implement, populate, create training manual and train staff on use of Sharepoint
ITMS Software	Project Manager / Business Analyst / Developer	<ul style="list-style-type: none"> • Analyse requirements for the development a PDA based clock on/timesheet, and job control system. • Analyse, plan and develop web-based on-line ordering system for international client use, designed to accept orders and create production sheet with workflow steps and security. • Integrate manufacturing/inventory system with financial system for other vendors • Business development/staff development
NEOS	Business Analyst / Project Manager	<ul style="list-style-type: none"> • Develop a web-based system for completing position evaluations (job banding/work evaluation/sizing). Results presented in both numeric and graphical format with automatically generated reports provided electronically to the client.
Leisure Marine	Business Analyst / Project Manager	<ul style="list-style-type: none"> • Develop an inventory management, point of sale, and invoicing, large volume of stock and transactions. Design internet catalogue and brochure website with a corporate front-end portal for marine/boating industry.
Starvision Information Technology	Project Manager	<ul style="list-style-type: none"> • Project Manage the CEO and 20 programmers for the analysis and design of web-based HR system.
ROADTEK	BA	<ul style="list-style-type: none"> • Analyse requirements for career management system to sit on top of Govt HR system
Pacific Applied Solutions	Business Analyst / Project Manager	<ul style="list-style-type: none"> • Provide communication between the company and clients/stakeholders to assess and manage the development and implementation of business solutions including HR, payroll and manufacturing
Harmony Solutions	Business Analyst /Project Manager	<ul style="list-style-type: none"> • Develop, implement and support human resource management, payroll and inventory control systems (45 sites)
Dolphin Corporation	Business Analyst / Project Manager	<ul style="list-style-type: none"> • Develop an internet marketing and membership system, including email management and promotion programme
Sarina Russo Institute of Technology	Project Manager	<ul style="list-style-type: none"> • Develop an internet/intranet on-line learning system to present courses and provide an examining and marking facility, linked to student records
YQ.COM Pty Ltd, Sydney	Database Project Manager	<ul style="list-style-type: none"> • Develop an internet online Pharmacy system to offer a large and complete range of natural remedies and medicines. The product were cross referenced to health conditions and symptoms.
Better Workplace Management	Project Manager/Developer	<ul style="list-style-type: none"> • Upgrading position evaluation system to use Ajax technology • Re-development and design of a web based system for completing position evaluations (job banding/work evaluation sizing), incorporating new interface and business rules to suit a wider range of clients.
Injinoo Council	Project Manager	<ul style="list-style-type: none"> • Amalgamation of five payroll systems in preparation for Council amalgamation. Data mining and cleansing. Standardise coding rates.