

## Areas of Specialisation

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Business process mapping for organisation development  
Software development for business solutions  
Design, development and delivery of training  
Spatial Data Management (Geographic Information Systems)  
Technical Documentation  
Standards and Specifications

## Career Development

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Royal Melbourne Institute of Technology  
Graduate Diploma in Land Data Management  
Department of Defence  
Advanced Diploma in Geomatic Engineering  
Diploma in Cartography  
Certificate in Air Camera Operations  
Canberra Institute of Technology  
Certificate in Java Programming  
Dynamic Web Training (Brisbane)  
Certificate in PHP and MySQL  
Certificate in Advanced PHP Web Development  
Axiom College  
Cert IV in Training and Assessment

## Software

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ESRI ArcSuite, ERDAS Imagine, ER Mapper  
Information aggregation tools (Mediawiki, Microsoft Sharepoint)  
Web Development (Wordpress, Drupal, Joomla)  
Cloud based technologies (Google Apps for Business, Office 365)  
Microsoft Office Suite  
Linux Operating System  
Programming Languages (C, C++, Delphi, Java, Python, PHP with MySQL)

## Strengths

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Seeks the best within teams and from self  
Motivated and energetic  
Innovative and forward thinking  
Encourages and mentors less-experienced staff  
Initiative to improve efficiency of workplace  
Adaptable to changing conditions, environments, deadlines and priorities

Seeks collaboration, openness, sharing, integrity and integration in teams  
 Quickly adapts to new technology

### Career Summary

11/05 to present	NQ Dry Tropics NRM, Townsville	
	<b>Position - Information Manager</b>	07/11 to present
	<u>Responsibilities</u> <ul style="list-style-type: none"> <li>• Review organisation work processes to improve how information is captured and shared</li> <li>• Find integrated system solutions that enable the organisation to work to desired processes</li> <li>• Manage the transition of staff, data and information to new solutions (training, mentoring, problem solving)</li> <li>• Development of Information Management Policy</li> </ul> <u>Achievement</u> <ul style="list-style-type: none"> <li>• Migration of Microsoft Access based Contract management to a cloud based Project Management and Contracting environment.</li> <li>• Migration of an organisation of 50 people from Windows Server environment to Google Apps for Business</li> <li>• Implementation of a Correspondence Register that safely tracks applications, contracts in and out of the organisation. This is interlinked with existing incentives and contracts databases.</li> <li>• Took the initiative to develop PHP scripts that integrate information from three separate Microsoft Access databases to produce progress reports required by the Australian Government on funding delivery progress.</li> </ul>	
	<b>Position - NRM Data Manager</b>	03/06 to 07/11

	<u>Responsibilities</u> <ul style="list-style-type: none"> <li>• Development and maintenance of Data Management Plan</li> <li>• Effective advice to project teams with regard to data collection, integration, maintenance and adoption.</li> <li>• Delivery of technical training to project teams</li> <li>• Development of Knowledge Management Strategy</li> <li>• Development and Maintenance of Data Sharing Agreements with external agents</li> <li>• Management of GIS Staff</li> <li>• Performance Manage external IT support</li> <li>• Implementation and maintenance of an internal and external WIKI for information sharing</li> <li>• Design and maintenance of intranet using Microsoft Sharepoint Services</li> </ul> <u>Achievements</u> <ul style="list-style-type: none"> <li>• Member of a statewide steering team for the development of training and acquisition of SPOT imagery for regional bodies.</li> <li>• Took the initiative to reduce annual costs to the organisation's mobile phone plans by \$10,000</li> </ul>	
	<b>Position - GIS Officer</b>	11/05 to 03/06
	<u>Responsibilities</u> <ul style="list-style-type: none"> <li>• Work independently to provide geospatial products in support of operations</li> <li>• Effectively manage data received and shared with external partners</li> <li>• Develop standards for the capture and management of geospatial data</li> <li>• Provide IT support to staff</li> </ul> <u>Achievements</u> <ul style="list-style-type: none"> <li>• Implementation of organisation system backups</li> <li>• Established standards for the external provisioning of IT services</li> <li>• Review and establishment of protocols and standards for contracted data collection</li> <li>• Managed the tender process the delivery of \$1M image acquisition program</li> </ul>	

04/86 to 11/05	Australian Defence Force	
	<b>Brigade Geomatic Advisor</b> Headquarters 3 Brigade, Lavarack Barracks, Townsville	01/05 to 11/05
	<u>Responsibilities</u> <ul style="list-style-type: none"> <li>• Liaising with military and civilian agencies to procure spatial data to meet the organisation's operational and exercise needs</li> <li>• developing the organisation's spatial information collection and management plan</li> <li>• managing spatial information for training areas and other defence areas of interest</li> </ul> <u>Achievement</u> <ul style="list-style-type: none"> <li>• Award for the development of a dissemination of spatial data and information via intranet.</li> </ul>	
	<b>Geomatic Officer</b> Defence Imagery and Geospatial Organisation (DIGO), Russell Office, Canberra	01/04 to 04/05
	<u>Responsibilities</u> <ul style="list-style-type: none"> <li>• Acquisition of spatial data using Socet Set softcopy photogrammetry</li> <li>• Providing advice on the collection and management of attributed spatial information for temporal analysis</li> <li>• Providing technical expertise to the advancement of DIGO's ability to serve spatial data through Defence networks</li> </ul> <u>Achievement</u> <ul style="list-style-type: none"> <li>• Being selected to contribute to the Occupational Analysis within DIGO. This was used to produce a geospatial tradecraft definition, training regime and career management tool.</li> </ul>	
	<b>Brigade Geomatic Advisor</b> Headquarters 3 Brigade, Lavarack Barracks, Townsville	05/00 to 12/03
	<u>Responsibilities</u> <ul style="list-style-type: none"> <li>• Coordinating spatial support to meet</li> </ul>	

	<p>organisation's operational needs in battlespace awareness</p> <ul style="list-style-type: none"> <li>• Researching and developing technical procedures to conduct terrain analysis using ESRI Arc suite of tools and ERDAS Imagine.</li> <li>• Manage the deployment of GIS teams in exercise and deployments</li> </ul> <p><u>Achievements</u></p> <ul style="list-style-type: none"> <li>• Selected to participate and report on four-nation battlefield support system interoperability exercise in Kingston, Canada</li> </ul>	
	<p><b>Geomatic Developer/Supervisor</b>          1st Topographical Survey Squadron, Enoggera</p>	01/98 to 04/00
	<p><u>Responsibilities</u></p> <ul style="list-style-type: none"> <li>• Develop and deliver training with ESRI Arc suite for employee induction and maintenance of staff technical proficiency</li> <li>• Manage a small GIS team deliver spatial products in support of operations</li> <li>• Provide ESRI ArcView scripting to automate procedures within the workplace</li> <li>• Procurement and implementation of new equipment and software to meet the Squadron's role within Defence</li> </ul> <p><u>Achievement</u></p> <ul style="list-style-type: none"> <li>• Participated on exchange with the UK Army. Assisted in the development of skills through training and guides for UK soldiers.</li> </ul>	
	<p><b>Full-time Schooling - Land Data Management</b>          Royal Melbourne Institute of TAFE, covered:</p>	01/97 to 12/97
	<ul style="list-style-type: none"> <li>• Remote Sensing 1 and 2</li> <li>• Land Resource Software Techniques</li> <li>• Land Resource Software Applications</li> <li>• An elective project in the development of an Electronic Map Catalogue</li> <li>• Design and Integration of a Land Information System</li> <li>• Vector and Raster GIS</li> <li>• Satellite Positioning</li> <li>• Spatial Data Analysis</li> </ul>	

## DOUG WILLIS

5 Barbouttis Street,  
Belgian Gardens, QLD, 4810  
0447226246  
bdtmrm@gmail.com

	<b>Photogrammetry/Data Cleaning</b> Army Survey Regiment, Bendigo, Victoria	01/92 to 12/96
	<u>Responsibilities</u> <ul style="list-style-type: none"> <li>• Pugging and mensuration of aerial photography</li> <li>• Photogrammetry with WILD B8 Stereoplotters</li> <li>• Team leader in photogrammetry team</li> <li>• Data Cleaning using Microstation and Modular GIS environment</li> <li>• Field verification of topographic map series in WA</li> <li>• Acquisition of aerial mapping photography in the Torres Strait, Papua New Guinea and the Solomon Islands</li> </ul>	
	<b>Photogrammetrist/Air Camera Operator</b> 4th Field Survey Squadron, Adelaide, SA	01/89 to 12/91
	<u>Responsibilities</u> <ul style="list-style-type: none"> <li>• photogrammetry with WILD B8 Stereoplotter</li> <li>• Acquisition of aerial identification photography of horizontal control for subsequent mapping</li> </ul>	
	<b>Photogrammetrist</b> 5th Field Survey Squadron, Perth, WA	02/87 to 12/88
	<u>Responsibilities</u> <ul style="list-style-type: none"> <li>• photogrammetry with WILD B8 Stereoplotter</li> <li>• Field verification operations for topographic map series</li> </ul>	
	<b>Induction/Initial Cartographic Training</b>	04/86 to 02/87

## Personal Data

	General	West Australian living in Townsville, Queensland Current Queensland Heavy Rigid Driver's license Non smoker who maintains a healthy fitness level and lifestyle Driven to make good organisations great Socially-adapt nerd
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DOUG WILLIS

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bdtnrm@gmail.com

	Leisure-time interests	Camping Fitness and Health Passionate Fremantle Dockers supporter Computer programming, web services Reading Guitar

## References

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Numerous written references provided over my career available on request to support the information presented.