

**Name:** Annabel Burton

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### **Summary**

A professional engineer who has experience in operations management as well as developing and implementing initiatives to improve safety performance in a manufacturing environment. Demonstrated ability to influence others, build high functioning teams and manage major change initiatives.

### **Professional Experience**

2009 HSE Consultant Awaken Consulting Limited

Compilation of annual HSSE performance statistics on behalf of CONCAWE, the European Association for environment, health and safety in refining and distribution (European downstream oil industry safety performance, Statistical summary of reported incidents 2007, 2008, 2009, 2010).

2006-2008 HSSE Consultant, BP Sunbury

Following relocation to London in 2005, I re-entered the workforce as a contractor in a part-time capacity utilising my significant operations and HSSE experience to work with the BP Safety and Operations teams on specific projects. These projects included the Audit Prioritisation Tool, mapping of the various safety standards to identify the common areas in the requirements, preparation of various tools for the new Safety & Operations Audit function, assisting in completion of the HSSE college assessments for Group Safety & Operations personnel, the preparation of succession planning background analysis and documenting process safety standards and practices.

1976 – 2004 Mobil Oil Australia Pty Ltd

2001-2004 Operations Manager, Bentley Chemplax Pty Ltd

Bentley Chemplax became a wholly owned subsidiary of ExxonMobil in 2000. In order to implement ExxonMobil standards for equipment, systems, procedures and behaviour I was asked to undertake the role of Operations Manager with the aim to implement all these changes and bring the facility into line with other ExxonMobil operating facilities. During this period the facilities and the employees made the major transition to two safe, clean, efficiently operated plants with appropriate managements systems and procedures in place to manage safety, controls and quality as well as a flexible and responsive workforce.

#### Major Achievements

- A significant improvement in safety performance from 5 incidents in 1999 to 1 in 2004.
- Successful ExxonMobil audits of all operations management systems were completed and external risk assessments found any risks to be adequately managed.
- Operations budgets were consistently achieved throughout this period and the business went from making a loss in 2001 to a profit-making business from 2002.
- A proposal was developed, appropriate approvals gained and project implemented to close the Brisbane plant. The volumes originally blended and supplied from this plant were seamlessly incorporated into the Melbourne operation from the end of 2002.

1999-2001 Safety, Health and Environment Advisor

My entry into the Safety, Health and Environment area resulted from a study conducted in the context of a project to reorganise the Lubes Division. The then Executive Director of Lubes assigned me to the role of Safety, Health and Environment Advisor to address the high priority of Safety, Health and Environment (SHE) performance following the reorganisation. This role was to manage and influence the performance SHE initiatives within the Lubes line organisation and coordinate the SHE programs and processes with a focus on building a common SHE culture. A key initiative was the development of a broad team with representatives from all sites to address common safety issues, recommend solutions to common problems, share best practice and promote safety awareness and consciousness.

During 2000-2001, following the merger, I implemented a new behaviour based safety system across Lube Operations. This involved developing the implementation team, modifying the system for local needs and rolling out the training to all operations employees and contractors. Following delivery of the initial training, my role involved influencing others and facilitating the use of the tools such that they became "the way things are done around here".

#### Major Achievements

- In an environment struggling to improve safety performance the implementation of these initiatives together with committed operations management has been instrumental in making the culture change necessary to take the next step, building on previous initiatives.
- Training was enthusiastically received, even by the most cynical operator. There was an immediate increase in near miss reporting and focus on eliminating unsafe practices and acts.
- A more tangible measure of success is a dramatic improvement in safety performance from 12 serious injuries in 1998 to only 1 minor injury in 2004.

1997-1998 Industrial Lubricants Sales Engineer

This development assignment in Lubes Marketing was offered to only a few employees as part of building their understanding of the entire business from production to customer.

The role was the primary link between a number of key industrial customers and the Mobil organisation. I was responsible for all aspects of the customer relationship including pricing, profitability, ordering, delivery, product quality and effectiveness. The Sales organisations aimed to proactively establish strong, strategic customer business relationships that promote trust, respect, co-operation, and synergistic partnerships and alliances.

#### Major Achievements

- I was able to achieve stretching volume, profit and customer service objectives while helping the rest of the sales team to better understand the impact of their work on the operations part of the business.

#### 1996-1997 Lube Operations Manager SA, NT, WA

This role involved managing the safe and efficient operation of the Lube Oil Blend Plant at Birkenhead Terminal in SA to achieve expense and unit operating performance targets. I was accountable for planning, production, customer service, employee safety, developing and implementing strategy, business improvements and effective employee relations. The role included operational responsibility for the Lubes Business Unit across the geographical area. This period was a key part of the transition of this workforce and plant from very poor performance and industrial unrest in the early nineties to a flexible, committed workforce with the most efficient cost structure by 1998.

#### Major achievements

- A record volume of lubricants blended, approximately 40% reduction in unit costs and development of the team through consultation, setting of a vision and the acceptance of some principles of conflict resolution.
- The new EBA negotiated in 1996 incorporated the principles of multi-skilling and performance feedback for the team was achieved with complete industrial harmony. I was part of the management negotiating team.

#### 1976-1995 Early Operations Experience

I started work at Mobil's Adelaide Fuels Refinery as a process engineer, an individual contributor role responsible for technical support, troubleshooting and optimisation of the various process units. I followed a recognised career path through various planning roles, both strategic medium/long term planning and scheduling the operation of the Refineries through to supervisory experience.

During this phase of my career I also took some time out to have two children.

#### Qualifications

Bachelor of Engineering (Chem), University of Adelaide

#### Other Professional Development

Leadership Coaching  
 Managing Staff Performance Program  
 Challenging the way we work (change management)  
 Productivity through change  
 Negotiation skills  
 Mentoring Program  
 Loss Prevention System  
 Incident Investigation  
 Risk Assessment  
 Media Training

#### Professional Skills

Operations	<i>Process experience</i>
	<i>Process troubleshooting and optimisation</i>
	<i>Maintenance management</i>
	<i>Planning and scheduling</i>
SHE	<i>Experience with behaviour based safety</i>
	<i>Other best practice safety management execution</i>
	<i>Safety management system assessment</i>
Commercial	<i>Customer relationship management</i>
	<i>Financial analysis</i>
Leadership	<i>Change management including culture change</i>
	<i>Team development</i>
	<i>Vision development and implementation</i>
	<i>EBA Negotiation</i>
Computer	<i>PC and mainframe familiarity</i>
	<i>Competent user of MS Office products and SAP</i>

#### Personal Interests

Travel, Family activities, Tennis, Running, Community involvement, Skiing, Beach