

MATTHEW SOUTHCOTT

Ottawa, Ontario • 587-281-2667 • matthew.southcott@forces.gc.ca

MAINTENANCE ENGINEER

Accomplished and goal-driven Senior Maintenance Engineer with more than thirteen years of experience working in management, project and operations roles at land equipment maintenance and headquarters facilities across Canada. A self-starter who takes initiative, displays strong leadership, and provides effective technical advice to team members and stakeholders. Highly effective at communicating with senior leaders due to confidence in abilities and knowledge. Not afraid to challenge enterprise norms if a better way of doing business exists. Interested in artificial intelligence, data science and software development, and how they can be utilized to improve decision-making in defence and public service.

PROFESSIONAL EXPERIENCE

In-Service Equipment Program Coordinator

July 2019 – Current

Directorate Land Equipment Program Staff, Assistance Deputy Minister (Materiel), Gatineau, Quebec

- Provides expert land and common equipment advice to other major stakeholders (e.g. Canadian Army, Royal Canadian Air Force, Royal Canadian Navy)
- Conducts detailed technical content review of land technical and safety advisories prior to publishing across the department
- Takes initiative to improve work processes using labour-saving tools, such as Python and SharePoint (e.g. wrote a program using the Python programming language that reduced the time required to produce an equipment availability report in support of a strategic departmental results reporting initiative from two days to a few minutes)
- Coordinates meetings involving senior management, and leverages corporate knowledge and experience to produce accurate records of discussions and ensure follow-up to action items

Integrated Logistics Support Officer

August 2018 – July 2019

Directorate Support Vehicle Program Management, Assistant Deputy Minister (Materiel), Ottawa, Ontario

- Contributed to sustainment business case analysis for major capital equipment replacement project
- Conducted comprehensive in-service fleet study to establish life cycle cost and usage baselines
- Identified training, data management and technical documentation stakeholders and requirements

Base Maintenance Officer

April 2016 – August 2018

19 Mission Support Squadron, Royal Canadian Air Force, Comox, British Columbia

- Managed 35 military and civilian employees across 5 occupations and 2 locations, and \$430K operating budget
- Oversaw preventive and corrective maintenance program for 340 pieces of commercial light and heavy equipment, 300 pieces of aircraft maintenance support equipment, and hundreds of small arms and ancillaries
- Consistently achieved highest operational availability and lowest unplanned repair backlog across the Royal Canadian Air Force
- Participated in several successful staffing processes
- Implemented and oversaw a workplace occupational health and safety program for 300 employees
- Fostered esprit de corps and shaped corporate culture by organizing successful team-building events

Officer in Charge Equipment Fielding and Garrison Maintenance Section May 2014 – April 2016

1 Service Battalion, Canadian Army, Edmonton, Alberta

- Managed 40 military and civilian employees across 3 occupations and 3 locations
- Oversaw preventive and corrective maintenance program for commercial light and heavy equipment for Regular and Primary Reserve Force units
- Participated in several successful staffing processes for heavy duty technician apprenticeship program
- Supported equipment movement within Canada by performing in and out inspections

Military Human Resources Officer

July 2013 – May 2014

3rd Canadian Division Support Group Personnel Services, Canadian Army, Wainwright, Alberta

- Managed 15 military and civilian human resources clerks
- Oversaw release benefits and pay administration
- Reviewed job descriptions
- Advised managers on correct application of Operational Services and other collective agreements

Maintenance Platoon Commander

January 2011 – July 2013

3rd Canadian Division Support Group Technical Services, Canadian Army, Wainwright, Alberta

- Managed 25 military and civilian employees across 6 occupations and 2 locations
- Oversaw preventive and corrective maintenance program for commercial light and heavy equipment, weapons and telecommunications equipment

FORMAL EDUCATION & CERTIFICATIONS

Bachelor of Science in Computing and Information Systems, *Athabasca University, Athabasca, Alberta (December 2019 – Current)*

Full Stack Flex Coding Boot Camp, *Carleton University, Ottawa, Ontario (February 2020 – August 2020)*

Deep Learning Specialization, *Coursera, <http://www.coursera.org/> (May 2019 – August 2019)*

Bachelor of Engineering in Mechanical Engineering, *Royal Military College of Canada, Kingston, Ontario (September 2006 – April 2010)*

PROFESSIONAL DEVELOPMENT & VOLUNTEER EXPERIENCE

Division Business Innovation Team Co-Founder

March 2019 – Current

Director Land Equipment Program Management, Assistant Deputy Minister (Materiel), Ottawa, Ontario

- Performs Secretary, and Artificial Intelligence and Machine Learning Analyst roles
- Works with occupational advisor to shape future sponsored graduate studies opportunities
- Performs technical evaluations of related Innovation for Defence Excellence and Security proposals
- Organizes monthly lunch and learns on emerging technologies; delivered presentation on machine learning
- Represents organization at international conferences, such as Association of the United States Army Autonomy and Artificial Symposium in Detroit, Michigan

Probationary Volunteer Firefighter

September 2017 – August 2018

Comox Fire Rescue, Comox, British Columbia

- Completed National Fire Protection Association 1001 Level 1 Firefighter Training and 472 Hazardous Materials Operations certifications

Government of Canada Workplace Charitable Campaign Co-Chair September 2016 – December 2016

19 Wing, Royal Canadian Air Force, Comox, British Columbia

- Oversaw annual base charitable campaign
- Coordinated the efforts of 30 volunteers to collect pledges and organize enjoyable fundraising events
- Raised \$62K for local and national charities, an increase in \$7K over the previous campaign