



KGC Contracting
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Keith Harvey
HSEQ Practitioner
Advice, Design and Facilitation



Planning and Learning Improves Productivity

Created Wednesday 6th December 2023

Qualifications

- NZ Certificate in Adult and Tertiary Teaching (Level 4)
- NZ Certificate in Workplace Health and Safety Practice (Level 4)
- SiteSafe Certificate in Construction Site Safety (Level 3)
- Diploma in Quality Management
- National Certificate in Computing (Level 3)
- CompTIA A+ Computer Technician
- Certificate in Adult Teaching (part)

ExtraCurricular Study

- NZISM Continuing Professional Development
- Fundamentals of Human Resources
- Fundamentals of Quality Management
- Instructional planning for teaching using curriculum framework and guide strategies
- HomeStar and Green Star Guidelines and Design
- Introduction to Environment Issues
- Lean Planner System, Kanban, JIT, Kaizen
- ISO Management System Audit Techniques and Best Practices
- ISO 31000:2018 Risk Management - Guidelines
- ISO 45001:2018 - Principles of Occupational Health and Safety Management Systems
- Hazard Evaluation, Control and Prioritisation
- Health and Safety at Work Act 2015 and Regulations
- NZ Employment and Privacy Law

SiteSafe NZ Training Courses

- Continued Professional Development Forum
- Environmental Site Management
- SiteWise Workshop
- Leadership in Safety
- Health and Safety in Contracting
- Accident Investigation & Prevention
- Supervisor Course
- Risk Management
- Site Specific Safety Planning
- Health and Safety Representative
- Safety Harness Systems
- Foundation Passport - Building Construction

SSID 366932

Licences and Certifications

- Comprehensive First Aid
- NZ Driving Licence
- Electrical Appliance Test and Tag
- Use safety harness system when working at height
- Occupational Health and Safety incident investigation
- Role and functions of a Health and Safety Representative in a NZ workplace

Class 1,W,T

US 23229

US 17601

US 29315

Skills and Experience

Accident investigation, analysis and prevention
Analyse, prepare and assemble health and safety data
Communicate the impact of work-related ill health and injuries and the benefits of good workplace H&S practices
Design and maintain Project Management systems
Design, implement, communicate and supervise use of health and safety processes and procedures
Health and safety risk assessments, mitigation strategies and health, safety and exposure monitoring
Leadership skills to promote the benefits of proactive health and safety cultures and good workplace practices
Prepare, conduct and supervise workplace inspections
SiteWise prequalification co-ordination
Integrate and co-ordinate IT communication
Quality Management procedures and processes
Quantity Surveying
Book-keeping from data entry to trial balance, Payroll processing
Business management and Office administration
MS Office - advanced proficiency

Membership and Affiliations

Business Leaders' Health & Safety Forum	New Zealand Institute of Safety Management
Chartered Institute of Personnel and Development	New Zealand Safety Council
Construction Health and Safety NZ	NZISM Sector Forum: Construction
Emerging Safety Leaders	Resene Eco.Decorator Programme
LinkedIn Business Networking	Safeguard Forum
Master Painters NZ Association Canterbury Branch	Southern Safety Liaison Group

Continuing Research

Grey Literature	Risk Assessment
Learning Teams	Safety Planning
Reports and Documents	Sub-Contractor Management
Safety Differently	Supervisor Skills
Teaching	Alcohol and Drugs
Forecasts and Trends	Asbestos Exposure
Legal Decisions	Bullying and Harassment
Monitoring and Evaluation	Confined Spaces
Procedures and Methods	Covid-19 Pandemic
Culture and Behaviour	Eye Protection
Environmental Protection	Hand Protection
Ethics and Values	Hazardous Substances and Products
Governance and Management	Mobile Plant
Leadership	Noise Induced Hearing Loss
Technology	Respiratory Diseases
Worker Engagement	Silica Dust Exposure
Foundation Training	Stress and Fatigue
H&S Representatives	Wellbeing
Incidents and Investigation	Working at Height
Professional Development	Trade Events