

Curriculum vitae of:

Benjamin Hamilton Schultz

Contact details

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Primary expertise

- Project Cycle Management
- Team Leading
- Corporate & Public Sector Governance
- Strategic & Activity Budgeting & Planning
- Public Financial Management

Personal details and breadth of experience

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| Qualifications | <ul style="list-style-type: none">• 2000: Master of Commerce (Financial Planning) - University of Western Sydney (Hawkesbury)• 1994: Bachelor of Accountancy - University of South Australia |
| Other recent training | <ul style="list-style-type: none">• Khmer language training |
| Nationality | Australian |
| Date of birth | 11 June 1972 |
| Languages | <ul style="list-style-type: none">• English• Pidgin - Good• Japanese - Basic• Khmer - Basic |
| Clients | <ul style="list-style-type: none">• AusAID, DANIDA, Danish Institute for Human Rights, Government of Tonga, NZAID, Republic of China, World Bank, private sector clients |
| Countries of professional experience | <ul style="list-style-type: none">• Australia, Bangladesh, Cambodia, Fiji, Japan, Kuwait, Laos, Myanmar, Philippines, Solomon Islands, Sri Lanka, Thailand, Tonga |

Recent assignments

Key words

Details of assignment

2010 ++ INDEPENDENT GOVERNANCE CONSULTANT

assignments:

Corporate Governance Advisor

Location: Cambodia

Client: Phnom Penh Crown FC

Date: Jun 2012 ++ (intermittent)

- Developing a professional football club, with residential academy, through the introduction of planning, administrative, human resource and infrastructure management systems.
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Arbitration Council Sustainability Consultant

Location: Cambodia

Client: World Bank

Date: Jan 2012 – Jun 2012

- Development of a strategic plan, sustainability strategy & business plan for the Arbitration Council (labour) to enable it to function independently of government or donor funding
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Labour Arbitration Project Development

Location: Myanmar

Date: Jun 2011++

- Development of a concept paper and project outline for labour arbitration in Myanmar
 - ongoing
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Legal & Judicial Reform Advisor

Client: Danish Institute for Human Rights & DANIDA

Location: Cambodia

Date: Jan 2011 – Dec 2012 (short term contracts)

- Development of PFM reform compliant strategic and implementation plans for court reform
 - Preparation of project documents for a programmatic approach to court reform
 - Development of a legal aid policy options paper
 - intermittent, short term inputs
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Reform Implementation Advisor

Client: Danish Institute for Human Rights

Location: Cambodia

Date: Feb 2010 – August 2010 Duration: 5 months

- Assist the General Secretariat Legal & Judicial Reform in costing the reform and developing a reform implementation plan
 - Provided advice on changes to the reform action plan to move the reform from a development to implementation focus
 - Provided the foundation for a sector Medium Term Expenditure Framework
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- Development of one and three year activity plans for four model courts and the model court working group

2007 ++ COFFEY INTERNATIONAL DEVELOPMENT

assignments:

Manager, Development Services (Cambodia)/ Contractor Representative PFMP (Philippines)

Coffey International Development

Location: Cambodia & the Philippines

Date: Dec 2010 ++ (intermittent)

- Business development
- Project proposal development
- Company Representative (Public Financial Management Reform – Philippines)
- Head contract management
- Project cycle management
- Maintenance and development of quality assurance and corporate governance mechanisms

Capacity Building & Aid Effectiveness Advisor, Cambodia Criminal Justice Assistance Project – Phase III

Client: AusAID

Location: Cambodia

Date: Feb 2007 – Dec 2009 Duration: 3 years

- Assisting the Council for Legal & Judicial Reform in reform coordination and implementing the principles of aid effectiveness in programme management
- Facilitating donor-government-civil society dialogue
- Support for Justice Sector contribution to the National Strategic Development Plan
- Development & implementation of common planning and management tools for the sector in line with Public Financial Management reforms
- Support alignment of donor programmes & processes with government plans and systems (including the Public Financial Management, Public Administration, and Decentralisation & De-concentration reform requirements).
- Support government justice sector policy development
- Development & implementation of a sector wide indicator monitoring system
- Development of PFM reform compliant strategic plans and annual budgets for courts, Ministry of Justice and the Council for Legal & Judicial Reform
- Recruitment of provincially & nationally based project officers
- Support for the development of business plans for model courts in four provinces

2002 ++ SLL - DEVELOPMENT EXPERT

assignments:

Solomon Leonard

Executive Director

Location: Bangladesh, Cambodia, Japan, Laos, Solomon Islands, Sri Lanka, Thailand

Date: June 2002 - 2009

- Prepared bid documents using the logical framework approach, visited project areas and

- liaised with funding agencies and client governments
- Assisted local partner organisations with donor specific procurement guidelines
 - Prepared and submitted procurement reports
 - Conducted contract negotiations on successful bids
 - International advisor management
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Sector Support Coordinator, Solomon Islands Law and Justice Sector Programme

Client: AusAID

Location: Solomon Islands

Date: Sep – Dec 2006 Duration: 3 months

- Identification of human resource and technical constraints in the sector
 - Development of indicators for capacity building
 - Financial & HR sector sustainability forecasting
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Activity Planning & Budget Specialist, Ministry of Justice

Client: AusAID

Location: Cambodia

Date: Apr – Aug 2006 Duration: 3 months

- Preparation and delivery of two week planning course
 - Developed activity plans for MOJ through workshops and one to one trainings and assistance
 - Assisted with the 2007 budget submission in line with Public Financial Management Reform initiatives
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Financial Planning and Management Specialist

Client: NZAID

Location: Fiji

Date: July 2006 Duration: 3 weeks

- Preparation of a project plan for the development of a squatter resettlement site near Lautoka
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Business Process Adviser, Solomon Islands Law and Justice Sector Programme

Client: AusAID

Location: Solomon Islands

Date: Aug 05 – Mar 06 Duration: 7 months

- Streamlining of procurement processes in the Prisons & Justice Departments
 - Development of supplier contracts and policies
 - Rehabilitation of government business processes, reintroduction of purchase orders, preferred suppliers and tendering processes
 - Budget & management planning process development
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Education Sector Investment and Reform Programme Review

Client: NZAID

Location: Solomon Islands

Date: July 05 Duration: 2 weeks

Determination of the effectiveness of the financing of the joint NZAID/Solomon Islands Government sector wide approach to education sector rehabilitation and development.

Technical Adviser, Project Management Unit, Council for Legal and Judicial Reform

Client: Danish Institute for Human Rights

Location: Cambodia

Date: Feb & Aug 05

Duration: 2 Months

- Designed & delivered training on the Logical Framework Approach
 - Designed & delivered M & E training programme
 - Prepared M & E handbook
 - Prepared a business plan for the development of a sector wide reform planning manual
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Finance Adviser, Cambodia Criminal Justice Assistance Project – Phase II

Client: AusAID

Location: Cambodia

Date: Aug 04

Duration: 1 month

- Assisted the Ministry of Interior in the development of a Medium Term Expenditure Framework & strategic plan
 - Developed a programme budget format for the Prisons Department
 - Developed a costing mechanism for activities in the action plan for legal and judicial reform
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Team Leader, Burma Distance Education Programme Thailand – Phase II

Client: AusAID (AVI Managed)

Location: Thailand

Date: Aug 03 – Jul 04, Sep 04 – Dec 04 Duration: 16 months

The project delivered accredited distance education in good governance & community management to Burmese refugees living in camps along the Thai/Burma border.

- Managing over forty international and local staff and consultants in three regional offices and nine refugee camps along the Thai/Burma border
 - Recruited project personnel
 - Prepared project policy documentation
 - Assisted the Coordinating Committee for Displaced Persons in Thailand with activities and policy positions
 - Liaised regularly with the Thai government & military, Burmese ethnic minority organisations and local & international NGO's
 - Facilitated the development of a Conceptual Framework for Repatriation with refugee groups, NGOs & UNHCR
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Comprehensive Debt Compromise Advisor

Client: AusAID

Location: Solomon Islands

Date: Sep – Dec 2002

Duration: 3 months

- Informal & formal debt identification and verification
 - Review of past procurement processes and advice provided to the Minister of Finance on strategies for improving procurement activities in an insecure environment
 - Training of staff on debt administration
 - Negotiations on bonds
 - Preparation of long term debt servicing strategy
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Team Leader, Liberalisation of the Copra Industry

Client: Republic of China

Location: Solomon Islands

Date: Jun– Aug 2002

Duration: 3 months

- Restructuring the Commodities Export Marketing Authority (CEMA) from a commercial operation to a regulatory authority.
 - Private sector development
 - Sale of assets and the management of a transparent evaluation process in an insecure environment
 - Redundancies management
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1996-2002 INDEPENDENT DEVELOPMENT CONSULTANT

assignments:

Report Writer, Medical Equipment Procurement Report Preparation

Client: Nihon Health Care Consultants

Location: Japan

Date: May 2002

Duration: 2 weeks

- Procurement report preparation to the Kyrgyz Government and JICA on medical equipment procurement requirements for the establishment of obstetrics & gynaecology facilities in selected hospitals in the Kyrgyz Republic
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Financial Advisor, Privatisation of Engineering Workshop Facilities for Ministry of Energy and Water

Client: World Bank

Location: Kuwait

Date: April 2002 – May 2002

Duration: 3 weeks

- Projections for various business scenarios to assist in the establishment a business plan for the privatisation of the engineering workshop facilities
 - Analysis to determine the appropriate corporate structure and capitalization plans for the new entity
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Special Finance Development Officer, Public Financial Management Institutional Strengthening Project.

Client: AusAID

Location: Solomon Islands

Date: November 2000 – May 2001 Duration: 7 months

- support for the establishment of the 2001 Peace Budget in the post July 2000 coup financial environment
 - Assistance with the Public Accounts Committee, the Continued improvement of the government accounting system
 - Provincial & ministerial accountant training
 - Training of Ministry of Works on ADB procurement guidelines
 - Administration of ADB infrastructure project tendering & bid evaluation processes
 - Putting in place an information system to monitor and distribute donor & project funds
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Finance Officer

Client: Nganmariyanga Community Council (Remote Recruiting)

Location: Northern Territory, Australia

Date: Jul – Oct 2000 Duration: 3 months

- Completing year 2000 accounts
 - General bookkeeping, payroll and administrative duties
 - Compilation of a bookkeeping handbook for the council
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Accounting Adviser, Ministry of Finance and Development Planning

Client: AusAID (PACTAF)

Location: Solomon Islands

Date: Oct 1998 - Mar 2000 Duration: 18 months

Work centred on the rebuilding of the Government accounting system beginning with the ledger and regaining control over Government cash flows and budget mechanisms. Work also involved the removal of ad-hoc systems which arose due to the breakdown of the accounting system during the escalation of the civil conflict

Work also comprised of:

- Training of Treasury staff in operation and maintenance of the accounting system
 - Evaluation and advice on Solomon Islands government procurement processes
 - Advice on ADB loan disbursement and training on ADB procurement reporting requirements
 - Advice on development of AusAID Finance Project
 - Rehabilitation of government payroll including the removal of ghost workers.
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MAF Accountant, Ministry of Agriculture and Forestry (MAF)

Client: Government of Tonga (AVI)

Location: Tonga

Date: Oct 1996 - Sep 1998 Duration: 24 months

Work centred on three business development projects involving the Talamahu Market (ADB funded project), the Tongatapu Machinery Pool and the MAF Workshop.

Duties Included:

- Development of business strategy
 - Establishment of commercial management practices
 - Administration of asset sale and procurement activities including bid evaluation and contract administration
 - Department Programme Budget preparation for national budget
 - Impact assessments of business development activities on existing private sector operations
 - Training of staff on all financial reporting, procurement & analysis functions
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Other:

Board of Directors – Arbitration Council Foundation (Cambodia) 2012++
Australian Army Reserve – Infantry Corporal 1991 – 1996
Viticulture – 1995-1996
Livestock Agency Management – 1994-1995

References:

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