

International Women's Day Celebration 2020

Warren
Smith &
Partners

— SINCE 1981 —

Libby Higham

Fee Submissions Coordinator - Fire



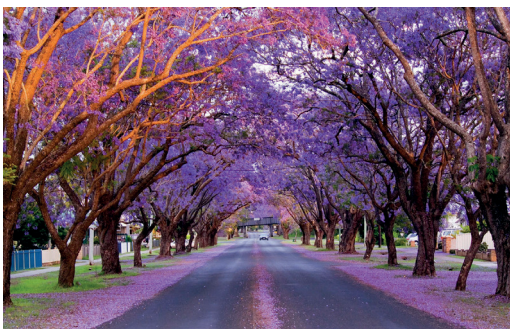
Prior to working for Warren Smith & Partners, Libby worked at the Institute for Chartered Accountants. She heard about WS+P through existing employees Dirk Nagelschmidt and Jane Ciabattini and when an opportunity arose at WS+P, Libby was keen to apply. She joined the WS+P family on the 18th July 2001 taking up an administrative role which involved working on reception.

In 2006, Libby moved from reception and into the open office allowing her to become a dedicated administrative support for the Fire and Hydraulic teams, carrying out secretarial duties for various Project Managers and Engineers.

Working amongst the Fire and Hydraulic team meant that Libby was exposed to a lot of varying work, from general administrative duties, to the preparation of design reports and technical specifications, to preparing fee submissions.

Since moving to the new WS+P office in 2018, Libby has been working as the dedicated administrative support for the Fire team and her daily workload largely involves preparing fee proposal and tender submissions.

Over the years, Libby has seen a change in the industry in relation to the level of input required for fee submissions. 10 years ago, fees were not as complex and detailed as they are now and a great deal of effort goes into demonstrating our capability as a business and presentation is a priority. Libby has assisted in many successful submissions over the past 18 years and looks forward to the next big submission win.



Libby comes from Grafton, NSW - the Jacaranda City

Q and A

Originally from: Grafton, NSW (Jacaranda City)

Favourite memory from work: It would have to be working with and knowing Saskia who worked as a Road Designer in the Civil & Water team who sadly passed away in 2013.

Best advice someone has given you: It would have to be the post-it note David Bolt, my Manager, gave me which says STOP and means:

- Stop
- Take a Breath
- Observe
- Proceed

Proudest work project: Moving out from behind the front desk and getting stuck into the work involved in the open office.

Proudest achievement: My son Sammy, and raising him to be a gentlemen, all on my own.

Biggest challenge: Being a single mum.

What do you like to do when you aren't working: Catch up with friends, relax and spend time with my son Sammy.

What's your favourite sports team: Manly Sea Eagles

What's a fun fact about you people may not know: I used to be an avid water skier, I was so good I could do it with one ski.