



Key Facts

- ✓ **Contract manager - Over 15 years' experience**
- ✓ **Experienced in day to day hands on contract and commercial management**
- ✓ **Significant offshore wind experience**
 - **(Baltic 2-export, Sylwin Alpha, Butendiek, Dudgeon, Rampion, advising and assisting a leading offshore wind foundations manufacturer on several offshore wind projects)**
- ✓ **Training and instruction capabilities**
- ✓ **Fluent in Dutch, German, and English**
- ✓ **Sales and networking skills**

Summary

Ernst Jan de Jong is an experienced contracts manager and administrator, with extensive knowledge of FIDIC, UAV(GC) and bespoke formulated contracts. He is an analytical, self-starting team player with good communication skills (English, German, and Dutch native speaker).

Additionally, he is experienced in and actively practices his sales and networking skills.

His training skills on contract management and contract awareness are practiced at a regular basis in English and Dutch language.

Qualifications

Academic study Dutch law
(2014) FIDIC-training
(‘Contract awareness’)
(2012): FIDIC-training
(mainly: “Yellow Book”)

Sector Experience

Offshore Wind
Energy
Infrastructure
Process and Industrial

Geographic Experience

The Netherlands
Germany
Switzerland
Denmark

Core Skills and Services

Contract Management
Contractual Consultancy
Commercial Management
Document Management
Training and Instruction

Sector Experience

Oil and Gas decommissioning

Various projects, contract management for equipment manufacturing:

- Contractual conscience, 'right hand' of the project management
- Communication internal and external at contractual level
- Variations in the contract with consequences for time and money
- Defense against claims from employer and the client
- Subcontractor management and (sub)contract drafting
- Communication (in German and in English) with client and subcontractors
- Training to staff on contractual awareness

Offshore Wind and Renewable Energy

Baltic 2-export and Butendiek (IAC) Offshore Wind Farm, Germany and Denmark ▪ Contract management on Baltic 2 (infields and export cable installation) and Butendiek (infields) projects after contract award. Duties included:

- Contractual conscience, right hand of the project management
- All communication internal and external at contractual level
- Variations in the contract with consequences for time and money
- Defense against claims from employer
- Subcontractor management and (sub)contract drafting
- Communication (in German and in English) with client
- Drafting of 'contract management' procedures
- Advice on German (construction and general) rules and regulations and German contract templates (based on FIDIC)

Sylwin Alpha Project, the Netherlands and Germany ▪ Responsible for the contract management of the main contractor on the Sylwin Alpha project after contract award. Responsibilities included:

- Contractual conscience of team
- Monitoring of Scope and margin during execution of contract ('contract management') towards main client (Siemens)
- Formulating contract variations and claims
- Drafting rebuttals to employer's claims
- Subcontract management
- All written communication with client and subcontractors
- Document management, based on FIDIC 'Yellow Book' contracts

Butendiek Project (FOU), Germany ▪ Responsible for the contract management of the main contractor on the Sylwin Alpha project after contract award. Responsibilities included:

- Contractual conscience of team
- Monitoring of Scope and margin during execution of contract ('contract management') towards main client (WPD, WPD's project vehicle)
- Formulating contract variations and claims
- Drafting rebuttals to employer's claims
- Subcontractor management
- All written communication with client and subcontractors
- Document management, based in FIDIC 'Yellow Book' contracts

Galloper/Rentel, Belgium and the UK ▪ Full-time contract and claim management support for a leading offshore wind foundations manufacturer. Responsibilities included (amongst others):

- Day-to-day contract and claim management
- Subcontractor management and (sub)contract drafting
- Contractual communication during fabrication with the subcontractors
- Formulating contract variations

Dudgeon Project (FOU), the UK and Belgium ▪ Responsible for the contract management of the main contractor on the Dudgeon project after contract award. Responsibilities included:

- Contractual conscience of team
- Monitoring of Scope and margin during execution of contract ('contract management') towards main client (Statoil)
- Formulating contract variations and claims
- Drafting rebuttals to employer's claims
- Subcontractor management
- All written communication with Employer and subcontractors
- Document management, based on FIDIC 'Yellow Book' contracts

Rampion Project (FOU), the UK and Belgium ▪ Responsible for the contract management of the main contractor on the Rampion project after contract award. Responsibilities included:

- Contractual conscience of team
- Monitoring of Scope and margin during execution of Contract ('contract management') towards main client (EoN UK)
- Formulating contract variations and claims
- Drafting rebuttals to employer's claims
- Subcontractor management
- All written communication with employer and subcontractors
- Document management, based on FIDIC 'Yellow Book' contracts

Various construction contracts in offshore equipment business (Client: Offshore equipment contractor)

Responsible for the contract management at various construction projects on behalf of Client's larger clients like Mammoet, Heerema and Allseas. In parallel: subcontractor/supplier management to align these performances with Client's own obligations (in time, technically, logistically). Contribution to claim-defense at project suspension and termination. Delivery of Contract Awareness sessions to all departments throughout Dutch location of client.

Responsibilities included:

- Contractual conscience of teams
- Monitoring of Scope and margin during execution of Contract ('contract management') towards main client and subcontractors alike
- Formulating contract variations and claims
- Drafting rebuttals to employer's claims
- Subcontractor management
- All written communication with employer and subcontractors
- Document management

Infrastructure

Various Projects, the Netherlands ▪ Contract management (of mostly UAV GC-template Contracts):

- At various projects before contract award;
- At a number of project after contract award/in execution phase:
 - 'before award' meaning roughly: contractual risk assessment and 'preparation' of contracts on behalf of a future cooperation with partners
 - 'in execution' means: all occurring activities at contractual level, 'right hand' of project director, conducting procedures, formulating extension claims (for time and money) towards the employer,

dealing with complaints, insurance matters, contact with employers (RWS, Provinces), and subcontractors in contractual and (occasionally) operational matters.

Process and Industrial

Various IT-related projects (for UPC, AEGON, ING Amazing, ING SWS), the Netherlands ▪ Assistance to project managers of the clients as contract manager with:

- Contractual and operational risk and issue management
- Contractual change management and close out
- Deliverables management
- Document and communications management
- Data Protection, IP and Confidentiality
- Subcontractor management (including the bullets above)
- Contract awareness training

Commercial Contract Manager and Account manager, the Netherlands ▪

In this role I was responsible for:

- Acquisition of maintenance contracts for tendered contracts for the 'contracted sector' with Dutch passenger railway transport preparation of maintenance contracts for the winning transporting company as a preparation for this acquisition of these maintenance contracts
- Relation-/contract(change)management with NSR (for configuration changes, special projects) - in close cooperation with technician-colleague
- Relation management with rolling stock manufacturers, manufacturing for Dutch contracted and privatised sector (Alstom, Bombardier, Siemens and Stadler). Target: cooperation as basis for improved availability of rolling stock and lower prices for maintenance
- Management, administration, advice, change, and risk management for contracted and privatised Dutch passenger railway transport (contract-)relation with operators in the contracted public transport sector, non-NS (Syntus, Arriva, Veolia, Connexion)
- Relation management with other stakeholders in the 'contracted' public transport sector (e.g. provinces – tendering the passenger transport by rail-packages)

Training skills

Trainer for Contract Awareness training sessions, with a general contracts approach as well as dedicated to the FIDIC contractual template system. Employers: DEME/GeoSea, V&SH Belgium, HSM, SIF, Freyssinet Netherlands.

Core Skills and Competencies

Commercial and contracts, Training of contract awareness, and Sales.

Languages

Dutch (native), English (fluent), and German (fluent)