Ordo
ab Chao

Example projects

1. Write and tweak process descriptions

As a management consultant (2001 - 2008), I was ~~brainwashed~~ trained to document and optimise processes. I can't help but make almost all I do in "real life" too more efficient. That's not always positive.

Notion   Docs   Sheets

Clients: Spotted by Locals, Chez Nina, DeskGuru & Easy Greek

2. Set up a workspace / Intranet

I set up an online dashboard with all relevant info & various levels of access (e.g. processes for everybody, finance only for management).

Notion   Docs   Sheets

Clients: Spotted by Locals, Chez Nina, DeskGuru & Easy Greek

# 3. Be a sparring partner for entrepreneurial decisions

As a co-founder of 4 companies since 1995 and former management consultant, I have quite a bit of experience in many areas.

I'm a good listener and love helping friends & fellow entrepreneurs.

Clients: DeskGuru, Easy Greek + others I can't name

4. Set up a task management system

I created lists & set up systems for "things I and other stakeholders have to do" in my personal and work life since I was a student.
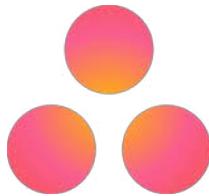
Asana

Notion

Clients: Spotted by Locals, Chez Nina, DeskGuru & Easy Greek

5. Set up (and use) a lead management system

Using free software, I set up a lead management system to find contacts at interesting companies, to contact and remind them automatically.

Also, I execute. I love wordsmithing and am friendly but persistent.

Notion   Sheets   Apollo.io

Clients: Spotted by Locals, DeskGuru & Reben

6. Manage social media & blogs

I manage social media strategy, planning and content creation. [These are the LinkedIn posts](#) I created for DeskGuru.

Notion   Sheets   WordPress

Clients: Spotted by Locals, DeskGuru

7. Connect webservices & basic coding

My friend Frits calls me a ["tech chameleon"](). I'm usually able to set up and connect web services that I don't know yet pretty quickly.

I can also do basic coding (PHP, HTML, Python). This skill was recently turbocharged, when I did a course that taught me how to use AI to help me code better and faster.

Clients: Spotted by Locals, DeskGuru

8. Excel "magic"

I connect systems with client data and love to elegantly and minimalistically present "that's all we need to know" in charts & graphs.

Sheets

Clients: Spotted by Locals, DeskGuru, Chez Nina & Reben

9. WordPress management

I've worked with WordPress since 2006. I can manage content, plugins and do basic tweaking / coding. There's little I love more than writing blog posts.

WordPress

Clients: Spotted by Locals, DeskGuru, Chez Nina

10. Managing web & app development projects

I have acted regularly as a project manager, working with developers & designers to set up complex websites & apps. I have made many functional design documents. I have good contacts with trusted affordable developers & designers.
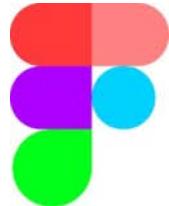
WordPress   Figma

Clients: Spotted by Locals, DeskGuru, Urban Crabs

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