Jan Mistiaen

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PROFILE

Business and certified data manager/executive with a warm and friendly demeanour. Skilled in conflict resolution. Team builder with an eye for employee and customer needs. Punctual problem solver and enthusiastic multitasker. Driven entrepreneur who is helpful in providing effective solutions that immediately contribute to the long term success of the business and/or client.

WORK EXPERIENCE

May 2026 – Present

Data Governance, Quality & Compliance Manager • **Internal Employee** • **TVH Parts Holding NV**

In my function of Data Governance, Quality & Compliance Manager I'm responsible for:

- Data Governance Strategy & Framework: Develop, maintain, and continually evolve the enterprise Data Governance Framework, policies, standards, and procedures across the data lifecycle.
- Governance Structure & Reporting: Establish, operate, and lead the Data Governance Council and Steering Committees, including managing meeting agendas, driving key decisions, and tracking action items.
- Data Ownership & Accountability: Define, formalize, and manage the Data Owner network across all business units, ensuring clear roles, accountabilities (RACI), and decision rights.
- Data Quality Management: Oversee the development, definition, and monitoring of data quality standards, rules, and metrics (DQIs) for critical data elements.Collaborate with data management, data owners and IT to identify root causes of data quality issues and implement effective remediation and continuous improvement initiatives.
- Regulatory Compliance & Risk: Ensure organizational compliance with all relevant data privacy regulations, including GDPR, CCPA, and other industry-specific compliance requirements.
- Metadata and Asset Management: Lead the development and maintenance of the Data Asset Inventory, Business Glossary, and Metadata management processes.
- Architecture and Systems Alignment: Collaborate closely with Data Architecture, IT, and Engineering teams to ensure new and existing data platforms and systems are designed and configured in full alignment with data governance policies and standards.
- Design Enterprise Data Models: Oversee the creation and maintenance of logical data models that define data elements, relationships, and structures across various domains.
- Culture, Education, & Team Leadership: Develop and deliver comprehensive training and data literacy programs to raise awareness of data governance principles and best practices
- Lead, mentor, and manage a team of a Data Governance Officers, Data Quality Officers, Data Modelers and data literacy coordinators, fostering a collaborative and high-performance environment.

February 2021 – Present

Owner & Freelance Data and Process Consultant • **Go With The Flow BV**

Go With The Flow BV was my management corporation where I offer specific freelance services in the field of data management & data governance, process improvements and business intelligence & data analytics. But I also offer overall management responsibilities in the role of CEO, COO and CDO.

July 2025 – April 2026

Data Quality Lead • Internal Employee • Enexis Group

As Data Quality Lead Iwas responsible for :

- Delivering the data quality vision and roadmap, be a driving force behind its implementation.
- Leading a team with Data Quality Officer(s) and Data Quality Engineer(s)
- Defining and implementing data quality standards, metrics, and processes within the organization.
- Developing and managing a data quality framework to support governance objectives.
- Identifying, assessing, and resolving data quality issues to ensure accuracy, timeliness, consistency, and completeness.
- Collaborating with data owners, administrators, and business departments to address quality challenges and establish best practices.
- Working with business stakeholders to lead data analysis, validation, and cleansing initiatives to maintain high data integrity.
- Designing and delivering data quality dashboards and reporting mechanisms to track KPIs and improvements.
- Collaborating with IT teams to implement and optimize data quality tools and technologies.
- Guiding and training stakeholders on data quality processes and responsibilities. Supporting compliance with data regulations and standards, including GDPR and industry-specific requirements.

Januray 2025 – June 2025

Data Governance Consultant • Freelance • E-Solutions

As Data Governance Consultant I played a key role in supporting various clients of E-Solutions. E-Solutions acts as your trusted advisor for cyber security strategy and execution, covering IT, OT, and Cloud. We offer expert guidance and implementation services to safeguard your digital assets and operations against evolving threats, ensuring resilience and peace of mind.

Januray 2025 – March 2025

IT Security Specialist • Freelance • Normec Group

As an IT Security Specialist I played a key role in supporting, Normec Group - a leading organisation in the TICC indistry, to complete its data register and Record of Processing Activities (ROPA) across multiple entities. This involves:

- Data Collection and Documentation: Coordinating with various business units to gather detailed information about the applications in use and the types of data processed within them.
- Sensitive Data Identification: Identifying which entities process sensitive data and ensuring proper registration in the ROPA.
- Application Inventory Completion: Consolidating and validating the application inventory for each entity to provide a comprehensive overview of the data landscape.
- Stakeholder Engagement: Effectively engaging with business units to ensure timely and accurate provision of required information.
- Compliance Support: Aligning the data register and ROPA documentation with GDPR and other regulatory requirements.

July 2023 – December 2023

Data Governance Analyst / Data Steward Credits • Freelance • ABM Amro Private Banking Belgium

As a Data Governance Analyst / Data Steward Credits, I was responsible for:

- Act as the SPOC for the Data Domain Credits and linking pin between the Data Owner and all other data stakeholders
- Promote a data driven culture and data literacy among colleagues by raising data education and other initiatives. Dit door een leertraject te creëren voor de gebruikers.
- Promote Data Quality by Design by supporting process and business tool improvements.
- Actively coordinate data (management) activities with partners and stakeholders – in line with data management standards and priorities:
    - Data Dictionary & Business Glossary
    - Support data set registration
    - Data Quality Issue Management
    - Metadata Management & Data Lineage
- Identify and timely escalate risks and issues related to fit for purpose data and its use

September 2022 – May 2023

Data Steward – Customer and Non-Life Insurance • Freelance • Baloise Insurance

As a Data Steward, I was responsible for:

- Creating data governance methodology, processes and guidelines
- Monitoring guidelines and procedures
- Owner of the data glossary in SAS BDN for responsible data domains
- Stakeholder management: Business vs IT
- Data profiling within SAS DataFlux together with Data Quality Analyst on responsible data domains
- Support for Master Data Management - Party data in Tibco EBX
- Support during RFP for new Data Governance tool: defining requirements for the platform
- Setting up POC & MVP requirements for Collibra
- Continuous search for improvements
- Giving monthly training sessions to business and IT/data departments about data management topics
- Presenting and communicating on results and findings within the responsible data domains
- Contributing in different workshops regarding Data Strategy and Digital Risk Management

September 2021 – December 2022

CEO & Senior Data Consultant • Freelance • DataCape BV

DataCape is a team of heroes who are ready to tackle your company's challenges. Achieve your ideal digital transformation with our expertise in data-driven technology domains, including business intelligence and data analytics, data governance, data science and more. I was responsible for the general management of the company but I also did projects at clients' premises in order to keep in touch with the business, like giving workshops on data management. Herby a brief overview of the projects I did and my responsibilities (I can't give client names because of signed NDA's):

- Client in Logistics
  - Giving workshops on Data Management & Data Strategy
  - Defining the data governance framework
  - Training and learning tracks for business regarding data management
  - Support during the roll out of the data governance roadmap
- Client in Manufacturing
  - Performing Data Maturity Assessment
  - Reporting on findings and improvements from the DMA
- Client in Real Estate and Development
  - Giving workshop on Data Management & Data Governance
- Client in Government
  - Functional & Data analysis of the necessary tools and data for reporting annual figures
  - Support during reporting of annual figures by consolidating all findings in one report

February 2022 – August 2022

Senior Data Steward – Customers and Banking • Freelance • Argenta Bank

As a Senior Data Steward Banking, I was responsible for:

- Handling information needs via Confluence
- Drawing up DDAs (Data Delivery Agreements)
- Registration of meta data in Collibra
- Execute UAT (User Acceptance Testing) in Zephyr Scale
- Prepare and manage quality measurements in Collibra
- Monitor and improve data quality in Tableau
- Giving training and workshops for business regarding data governance adoption.
- Keeping the Register of Processing up-to-date in Collibra

March 2021 –February 2022

Business Manager / Strategic Advisor • Freelance • ARYX BV

I was responsible for a couple of departments including sales, finance, operations.
My overall responsibilities were:

- Sales: Developing my own portfolio of customers, report & forecasting, implementation and optimization of sales processes
- Finance: Order management, invoicing, purchasing, logistics, supplier accounting
- Operations: Developing service descriptions, Internal process regarding quality control (ISO9001) and Information Security (ISO27k), Data Management Roadmap
- Contract management: Set up of maintenance contracts in contract database
- Internal Tooling: CRM, ERP, Service Desk, SharePoint, Power BI
- Strategic advisor for strategic planning and operational matters.

July 2020 – March 2021

Order & Process Administrator • Internal Employee • Orange Cyberdefense Belgium NV

As an Order & Process Administrator my responsibilities were:

- Order management
- Gatekeeping and analytics of Order2Bill process
- Review and process improvements for the hole company
- Supporting ISO9001 certification
- Business analytics/controlling
- Setting up a Data Governance Roadmap
- Support of logistics, purchase and accounting department

July 2017 – June 2020

Accounting Clerk • Internal Employee • Securelink NV (now Orange Cyberdefense Belgium NV)

My responsibilities as an Accounting Clerk were:

- Order management
- Review and entry of invoices
- Review and optimalization of finance processes for ISO9001 and financial audits
- Business analytics & Data Governance for the finance team
- Support of logistics, purchase, accounting and planning/operations department

October 2016 – June 2017

Inside Sales • Internal Employee • Securelink NV (now Orange Cyberdefense Belgium NV)

In my role as Inside Sales I was responsible for order management, contract management and preparation of sales quotes.

October 2015 – June 2016

Sport technical officer (parttime 60%) • Internal Employee • Gembo BBC

I was responsible for the coordination of coaches and players, event & relation management and I was the SPOC for Gembo BBC within the Antwerp sports technical framework

EDUCATION

Thomas More-hogeschool, Mechelen
2018 - 2022 – Bachelor Information management & Security – graduation Data Management (Credit contract)

Sint-Agnesinstituut, Hoboken
- 2006 - 2012 – ASO – Science and Maths

SKILLS

- **Personal**
  - Dedicated team player
  - Leadership skills
  - Ambitious and goal-driven
  - Rational
  - Problem solving
- **Practical**
  - Setting up and improving business processes
  - Business Intelligence / Data Analytics
  - Reporting & Forecasting
  - Budget & Controlling
  - ISO9001 / ISO27k
  - Data Management / Data Governance / Data Privacy
  - (Data) Quality control
  - Office 365, SharePoint, Microsoft Teams Integration
  - PowerBI, Tableau
  - Salesforce, AFAS Software, Timewax
  - Bizagi, Visual Studio, BPMN
  - Collibra, SAS Tooling (BDN and DataFlux)
  - SQL (advanced), C# (basic), Python (basic), HTML (basic)
- **Language Proficiencies**
  - Dutch: Mother tongue
  - English: Professional work skills
  - French: Basic skills

CERTIFICATES

- Certified Data Management Professional – Associate
- Several cybersecurity and data related certificates from vendors/suppliers (see LinkedIn profile)
- Business Management – Agentschap Innoveren & Ondernemen – VLAIO
- Initiator Basketbal – Sport Vlaanderen

EXTRA – CURRICULAR

- Captain of GolfClub Puurs
- Member of the board and Statistician / Scouting @ Gembo Basketball Club