



SU-EN LOTTER

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Academic Qualifications:

- Baccalaureus Legum (LLB) law degree, University of Pretoria (2003)
- State Prosecutor Training Course, Department of Justice (2003)
- B.Sc. Honours degree in Quantity Surveying, University of the Free State (2013)
- Certificate Programme in Construction Adjudication (passed with distinction), University of Pretoria – Continued Education (2016)
- Masters' degree in Law of Contracts, University of Pretoria (2019)

Membership of Professional Institutions:

- Admitted Attorney
- Member of the Construction Adjudication Association of South Africa

Experience and fields of work

- Su-én was a Public Prosecutor in the Magistrate's Court for a period of 15 months after which she entered private practice and was admitted as an attorney in the High Court of South Africa during 2006. During her time in the legal field, she gained experience in inter alia, civil- and criminal litigation and contract drafting.
- Su-én entered the construction industry at the end of 2008 and is currently employed as a Commercial Manager. During her construction industry career, Su-én has been involved in the initiation, compilation, submission, presentation, negotiation, and settlement of numerous claims (disputes).
- Experience in Roads- and Earthworks civil engineering contracts, civil fibre optic contracts, construction of landfill sites, ancillary works and wastewater treatment works.



Specializing in

- Drafting of Consortium- and Joint Venture Agreements and Resolutions.
- Drafting of legal letters.
- Drafting of Memorandums of Understanding, Exclusivity- and Non-Disclosure Agreements.
- Drafting of Subcontract- and Labour-only agreements and Service Level Agreements.
- Drafting of various other contracts.
- Skilled in handling all commercial and contractual aspects of large and complex projects (projects to the value of up to R300 million) with specific focus on contract management, dispute avoidance, dispute resolution and claim adjudication.
- Contractually I have gained experience in the NEC, FIDIC, GCC, JBCC and various Client 'in house' Standard Contract Conditions.
- Experience in COLTO and SANS Specifications.
- Project Management.
- Appointing, adjudicating and managing subcontractors on various projects.
- Liaison with appointed Engineers and Employers / Clients and maintaining relationships.
- Estimating and tendering using CCS (Construction Computer Software).
- Detailed knowledge of production costs, methods of measurement, procurement, cost reporting, contract and claims administration.
- Experience in cost control including dealing with variations, claims and the negotiation of final accounts.
- Compiling claims.
- Risk management and mitigation.