Mitali Sahoo

Personal details



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July 10, 1995



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Skills

SharePoint Online

PowerApp

Power Automate

Migration Tool(Metalogix, Sharegate)

SharePoint 2016

SharePoint Designer

InfoPath form

SharePoint 2013

HTML

InfoPath

JavaScript

SharePoint designer

Rest API

Azure

Profile

Seasoned SharePoint Developer boasting 6+ years of proficiency in the advanced cloud and SharePoint technologies, specializing in innovative solutions and strategic implementations.

Summary:

- Proficient in the analysis, design, development, and administration of SharePoint applications across SharePoint Online, SharePoint 2019, and SharePoint 2013 platforms.
- Demonstrated expertise in crafting Power Apps forms and deploying Power Automate workflows, showcasing a strong command over design and implementation.
- Skilled in SharePoint Migration, with extensive experience in designing, and developing custom forms, workflows, custom lists, and conducting Unit testing, ensuring robust and scalable solutions.
- Adept at managing client enhancement and administration issues, delivering timely and effective solutions for SharePoint-related challenges.

Employment

Senior Software Engineer

Jan 2022 - Present

HCL Technologies, Bangalore

Master data Governance

Languages/Tools Used: SharePoint Online, Power Apps and MS Flow

Responsibilities:

- Analyzed requirements through document review and client discussions to clarify project objectives.
- Engineered custom lists, columns, and permission levels, alongside dashboards for user-specific data visualization based on project needs
- Designed and developed forms for legal entities, profit centers, and locations using Power Apps to meet specific requirements.
- Implemented a multi-tier approval workflow using MS Flow, including email notifications to users' Outlook upon new request submissions.

Quiz Application

Languages: SharePoint Online, PowerApps, MS Flow

Responsibilities:

- Developed a dynamic application leveraging PowerApps with SharePoint as the backend, focusing on user engagement and interaction.
- Designed the result screen, home screen, and a series of 15 multiplechoice questions (MCQs) to evaluate users effectively.
- Automated acknowledgment emails for exam outcomes to designated points of contact (SPOC), enhancing communication efficiency.
- Introduced a workflow managed by MS Flow for exam retakes, requiring SPOC approval to ensure process integrity and compliance.

Education

B. Tech. (Electronics & Communication Engineering)
Jun 2016

BPUT

XII

Jun 2012

CHSE, Odisha Board

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Jun 2010

BSE,Odisha Board

Languages

English

Hindi

Oriya

IT Software Engineer

Apr 2020 - Jan 2022

Danske IT and Support services Pvt. Ltd., Bangalore

Mentor & Mentee registration form

Languages/Tools Used: Sharepoint 2019, RestAPI, HTML, CSS, MS flow

Responsibilities:

- Developed a custom registration form for mentors and mentees, incorporating comprehensive questionnaires through the adept use of JavaScript, RestAPI, HTML, and CSS.
- Designed and implemented a tailored approval workflow to meet specific project requirements using MS Flow, enhancing process efficiency.
- Delivered post-deployment support, ensuring seamless operation within the SharePoint production environment, and addressed any emerging issues promptly.
- Conducted thorough unit testing post-development and successfully deployed the application to the production environment, guaranteeing quality and performance.

Associate Consultant

Mar 2017 - Mar 2020

Capgemini india Pvt.Ltd., Bangalore

SharePoint Online Migration

Languages/Tools Used: Metalogix Tool, SharePoint 2013, SharePoint Online, Client- Side Scripting (HTML, CSS, Java Script and Rest API)

Principal Contributions:

- Conducted comprehensive analysis of SharePoint sites to evaluate components such as lists, libraries, pages, workflows, event receivers, and timer jobs.
- Facilitated the creation and configuration of sites and establishing permission levels in alignment with existing SharePoint infrastructure.
- Spearheaded the migration process from SharePoint 2013 to SharePoint Online, utilizing the Metalogix SharePoint Migration tool to transition to BU-specific SharePoint URLs, ensuring a seamless shift.
- Provided critical support during the migration process, addressing challenges and ensuring a smooth transition from SharePoint 2013 to SharePoint Online environments.

Network Path to SharePoint Migration

Technologies: SharePoint 2016, DryvIQ Tool, LinkFixer Tool.

Key Responsibilities:

- Initiated project engagement through in-depth analysis of requirement documents and discussions with users to clarify and refine project objectives.
- Executed simulation jobs and managed unresolved groups within the Azure portal, preparing for migration activities.
- Managed the migration process, proactively identifying and resolving errors, ensuring a smooth transition and minimizing disruptions.

Certificates

PL-900: Microsoft Power Platform Fundamentals

Dec 2022