



# Ruchi Bajpai

SharePoint Lead

Microsoft Certified Power Platform Developer

A 10 years experience professional, currently working as a SharePoint team lead in 'Service Farm'. Had worked previously in top MNCs like TCS, Wells Fargo, and Atos Syntel. Experience in leading and managing a team and project. Worked in various SharePoint development and support projects for some reputed clients like Roche, Mercedes Benz, Daimler Truck, and World Fuel Services.

## Contact

### Phone

+91- 8793593121

+91- 8296614485

### Email

toruchibajpai@gmail.com

### Address

Sector 28, MG Road, Gurgaon,  
Haryana 122002

## Education

2009-2013

**B.Tech (Information Technology)**

Uttar Pradesh Technical University

Percentage : 72.6%

## Expertise

- SharePoint Online
- SharePoint On-premise
- Power apps
- Power automate
- ShareGate
- SharePoint designer
- Nintex forms and flow

## Language

English

Hindi

## Experience

- **Jan 2023 - Present**  
Service Farm India Pvt. Limited  
**SharePoint Lead**
- **Feb 2022-Nov 2022**  
Eisner Amper  
**SharePoint Specialist**
- **Jan 2019 -Feb 2022**  
Wells Fargo  
**Software Engineer**
- **June 2016 - Nov 2018**  
Tata Consultancy Services  
**Systems Engineer**
- **Dec 2013 - April 2016**  
Atos Syntel  
**Analyst Programmer**

## Technical Skills

**Technology:** Microsoft SharePoint 2016, 2013 & 2010, SharePoint online, Office 365, SharePoint framework, PowerShell, C#.Net, ASP.Net, HTML5, CSS, JavaScript, jQuery, REST API.

**Tools:** Visual studio 2019, SharePoint designer, ShareGate and Nintex forms & workflows.

**Database:** MS SQL SERVER 2008.

**Project Management:** JIRA, Asana, Azure Devops

## Achievements

- Microsoft Power Platforms (PL-900) fundamental certification
- Wells Fargo Champions - Innovation award winner for automating manual tasks
- Won awards in Toastmasters club for speech and extempore table topics.

## Strengths

- Ability to work well without supervision
- A team player
- Can work in client facing role
- Lead and mentor team members

## Organizational Projects

### ○ Project 1 : Employee Onboarding

**Responsibility** : Requirement gathering, designing and development

**Technology** : SharePoint Online, Power apps, Power automate

**Description** : Developing a canvas app for onboarding an employee and sending approval tasks to different departments before onboarding the employee. This app is developed to be deployed in Microsoft app source marketplace.

### ○ Project 2 : Procurement portal

**Responsibility** : Requirement gathering, project management, team lead, unit testing and deployment

**Technology** : SharePoint Online, Power apps, Power automate

**Description** : Canvas app to store a supplier data, contacts and documents. Each supplier will have a pre-qualification and pre-assessment scores for various cycles. Each reviewer will give pre-qualification response and pre-assessment score for each segment. This data is stored and used by 'World Fuel Services' for effective acquisition and management of NON FUEL related external goods and services.

### ○ Project 3 : Consultation Approval Forms

**Responsibility** : Requirement gathering, designing, development, unit testing and deployment

**Technology** : SharePoint Online, Power apps, Power automate

**Description** : Single handedly developed an application for engagement team seeking the consultation. The preparer, engagement partner and EQR should sign and date this form indicating their agreement with the conclusion. The National Office of Professional Practice Topic Team member will then sign and date this form, indicating his/her concurrence with the engagement team's conclusion. A memo and/or other supporting documentation describing all pertinent facts, guidance and conclusion is attached to this form.

### ○ Project 4: Self Idea Identity Portal

**Responsibility** : Requirement gathering, designing, development, unit testing and deployment

**Technology** : SharePoint On-premise 2019, JSOM, SharePoint designer workflows

**Description** : It is a Wells Fargo portal where users can submit an idea and after it is approved by 4 different areas including management, risk, ambassador, admin, that idea will be considered as a valid idea and will be assigned to the respective team for its implementation.