Olakolu Ayodeji

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# Profile

I am an IT Professional with over 10+ years of Experience in the field of Information Technology, and working as an PM/ Product Manager/Architect/ Consultant in the major Banking, IT, Government, Education, Medical, telecommunication and Consultancy Industries to gather requirements and also improve business processes. With experience of multiple deployment/migration across Singapore, Sweden, UK and the USA

My core technologies are Windows Server 2003/2008/2012, Exchange, SP15/SharePoint 2013, SharePoint 2010, MOSS Server, Office 365, Search Server, and WSS 2.0/3.0, IIS 6/7, SQL Server 2005/2008/R2, InfoPath and workflows (Nintex), FrontPage and SharePoint Designer, CRM, DPM, SCOM, Hyper V, VMware, Control Point and Forefront.

I am able to work independently as well as part of a team within a multitasking environment.

**Certifications:**

# MCSE SharePoint 2013 Solutions Expert (in View)

* MCTS SharePoint 2010
* MCTS SQL Server 2008
* OCP (oracle certified professional)
* OCA (Oracle certified associate)
* MCTS (Windows Server 2008 Network Infrastructure, Configuring)
* MCP (Implementing and Administering Security in a Network)
* MCP (Managing a Microsoft windows network environment)
* MCP (Install, Conf & administering MS WINDOWS XP PROFESSIONAL)

# Skills

**Technical Skill:** Project Management & Delivery, Strong knowledge of MOSS 2007, SharePoint 2010 WSS 2.0/3.0, SharePoint 2013, SharePoint BI and Metadata design/implementation, Working knowledge of IIS 6/7 and administering SQL Server 2005/2008, Web Content Management, Good knowledge of Windows Server 2003/2008, Understanding of Agile development methodology, VM WARE, Hyper V, HP/IBM servers, Active Directory & Exchange, Microsoft outlook and Microsoft office, Performance testing, UAT, Analyze and document business processes, IT Enabled Business Transformation Project Management, Knowledge of Visual Studio 2008/2010, Excellent knowledge of Microsoft Office Applications including: InfoPath, Publisher & Excel, Good knowledge of Storyboard design, Dreamweaver, Concept Draw, Photoshop, Paint and Flash, Networking: TCP/IP, FTP, DNS, DHCP, HTTP & Sub netting, Software & Hardware installation/upgrading, Good disaster recovery planning, ADO.Net, XML, InfoPath, Workflows, Visual Studio, DPM, SCCM, UAG and SCOM, Proven team player with problem solving skills, Knowledge of SAN, Bespoke Applications, Analytical and Technical, Working knowledge of Oracle database

**Business Analysis:** Stakeholder Management, Requirements Gathering, AS-IS, TO-BE, Gap Analysis, SWOT Analysis, Gantt Chart, Workshop facilitation, Root Cause Analysis, Business Process Modeling, UML techniques, Use cases, Value Stream Mapping, activity/process diagrams, flow charts, configuration management, Data Analysis, SDLC, Scoping Document Design, Microsoft Excel, Microsoft Visio, Emir, MiFid, MiFid2, GDPR, Front office, Middle office, back office,

**Project Management:** Good knowledge of Directing a Project, Starting up a Project, Initiating a Project, Managing Stage Boundaries, Controlling a Stage, Managing Product Delivery then Closing the Project

Work Experience

**Vodafone Group Germany/UK**

**O365 Architect/ Product Manager**

July 2016 – Till Date

**Projects:**

1. High level design/Delivery/Implementation of the new DWP (digital work place) transformation program, this included the migration of the, on-premise exchange, skype, SharePoint 2007 & SharePoint 2010 platform to Office 365, Microsoft Teams and SharePoint 2016 on premise/hybrid for over 130,000 users across 26 markets of the globe.
2. Delivery/Implementation of the new Microsoft EMS (enterprise mobility and security) AIP (Azure information and protection) & DLP (data loss prevention), suite for content classification (C1-C4), MDM, Intune and protection on all devices across the 26 countries.
3. Delivery/Implementation of the new GDPR regulation across all our collaboration platforms including Share Drives
4. Partly responsible for the Delivery, implementation and adoption of Teams, planner, Delve, Yammer, PowerBI, flow, PowerApps and Video across the 28Markets in Vodafone group
5. Responsible for managing 3rd party vendors/suppliers on the O365 platform

Responsibility

* High level designs for SPO/Teams/Exchange/Onedrive/PoweApps/PowerBI/MS Flow
* Responsible for designing overall hybrid architecture which includes Search, Profiles, MMS, Apps etc.
* Managed multiple third-party suppliers to ensure successful delivery
* Responsible for stake holder engagement
* Responsible for creating the High-Level Design (HLD) /Functional Design (FD)/ Service Description (SD) for O365/Azure hybrid integration with SharePoint 2016 on-Premise
* Product Manager for O365/SharePoint 2016, EMS, AIP and DLP rollout across Vodafone.
* Responsible for O365 management APIs
* Ensure that projects are delivered in line with highest quality standards, on time and to budget
* Act as liaison between technology and business teams. Liaise with the 3rd party vendor to ensure requirements are understood and issues are identified and resolved accordingly. Ensure that all resources are available and assigned against the projects

**NWL (Northumbria Water)**

**SharePoint Consultant/PM**

May 2015 – July 2016

**Project**: Responsible for leading the migration of Livelink content management and Shared drives to SharePoint /office 365 (Hybrid)

* Capture business requirements (functional & non-functional) and produce business requirements (BRD) documents
* Manage multiple third party suppliers to ensure successful delivery
* Assessing all IT Change Requests (CRs) raised by the Business for public sites and ensuring that they are appropriately signed-off by all relevant stakeholders
* Responsible for leading the development, build and migration of content to SharePoint online
* Integration with 3rd party solution like, DocAve, Nintex, Bluebaker
* Migration of Livelink/Shared folder to SharePoint online
* Requirement gathering for bespoke SharePoint solutions, including workflows, custom lists/libraries, custom web parts etc.
* Creating SharePoint sites/templates for 105 business units
* Responsible for SharePoint Hybrid solution
* Responsible for document classification and Encryption
* Maintaining and supporting Migration of content to SharePoint
* Training end users on SharePoint/office 356 usage
* Helped to troubleshoot the SharePoint estate for issues that the Admin team couldn’t fix
* Responsible for managing the SharePoint estate for the whole business
* Responsible for setting up governance structure around SharePoint

**National Australian Group (Clydesdale Bank and Yorkshire Bank)**

**SharePoint Architect**

Dec 2013 – May 2015

**Project**: I was employed to review the design and Architecture of the currently migrated SharePoint environment from 2007 to 2010, due to its lack of failure and instability, which is set to move to 2013.

* Redesigning of the SharePoint farm end-end architecture and help to plan for future growth for over 10,000 users
* Responsible for shaping up the SharePoint framework from a banking perspective
* Responsible for creating the SharePoint Governance team for both technical and business
* Responsible for all SLA within the business and technology space
* Was responsible for managing the Accenture( Third party team) team working in the SharePoint space
* Redesigned the backup and disaster recovery plan as per best practices
* Responsible for the SharePoint adoption road map
* Created new development framework and processes
* Helped to set up the Test, Integration, Pre-Production and production environment
* Was tasked to manage the project start to finish
* Helped with the architectural classification of site/content (document) as public, private, confidential and highly confidential
* Helped with setting up document centre for inventory, which also helped with retention and archiving
* Helped with redefining information architecture around SharePoint sites to improve usability
* Created the T&C for SharePoint usage
* Responsible to overseeing the development team and the admin/support team
* Documentation of the end to end process
* Integration of Project server with SharePoint
* Helped with Site/sub site and Security design around SharePoint
* Moved the installation of SharePoint from manual to Automated
* Helped with the product evangelism across the business
* Designed Best practices around document management, version control, Permissions and Workflow usage
* Integrated SCOM and DPM for monitoring and backing up of SharePoint
* Integrated SharePoint with third party solutions DocAve and Nintex for Security management and attestation
* Had workshops with senior stakeholders and business team to help with providing the best solution
* Was responsible for creating some prototype solutions for senior management and business representatives
* Created the Ops Matrix for BAU

**Barclays Bank**

**SharePoint consultant/ Global Adoption, Training and Governance**

October 2013- December 2013

* Called back to lead the Adoption/Training and Governance of SharePoint across Barclays based on my previous recommendations
* Was responsible for SharePoint evangelism across the business
* Was responsible for creating and rolling out the adoption process across Barclays
* Was responsible for putting in place the Governance portal across Barclays world wide
* Was responsible for creating the training material across the business
* Was responsible for implementing the training Portal across Barclays worldwide

**Barclays Bank**

**SharePoint consultant/ Architect**

Nov 2012 –Oct 2013

* Responsible for SharePoint capacity planning and configuration
* Migration of SharePoint 2003 -> 2007 -> 2010 ->2013 and also designing the infrastructure and automated installation for over 200,000 users across investment, wealth and retail banking
* Configuration of third party application Nintex for work flow and Newsgator for Mysite etc.
* Disaster recovery planning of the SharePoint farm
* Backup and recovery planning of the environment
* Helped with Planning of the SQL server architecture
* Creating site components for announcements, calendars, infopath forms, content editor web part, discussion boards, picture libraries, wiki sites, blogs, task and issue tracked for numerous business users
* Helped with Creating workflows and troubleshooting of nintex workflows
* Creating SharePoint site, managing permissions, list and libraries.

## Analysis and design of SharePoint Business Intelligence Centre

* Involved in redefining of custom web parts, custom applications and re compiling.
* Planning SharePoint road map as per best practices for over 200,000 users globally
* Involved in the training of the support team and also setting up of training strand to speed up the business adoption of the new SharePoint portal
* Writing test cases and helped the business to perform UAT testing
* Worked with Front office, middle office on Mifid and Emir documentation.
* Created the SharePoint Wiki, FAQ and training portal for quick references across the business
* Troubleshooting incident trough service now for users across Barclays
* Created the SharePoint centre of excellence team to help users for any SharePoint query they have across the business.

## Review the support process for intranet users on their ticketing process

* Identification of new and alternative approaches to performing business activities
* Involved in the account and OS migration to push towards the one Barclays project and also make sure SharePoint is integrated well with other applications
* Helped with defining governance around the business and technical side, SLA, Content, escalation procedures, roles and responsibilities, look and feel, accessibility, templates, intranet vision, exclusions etc.
* Data/business process mapping
* Designing solution for record management SharePoint BI and metadata implementation
* Involved in SharePoint Service application architecture and automation of the SharePoint farm installation.
* Involved in auditing the usage of project intranet sites within RBB COO, close down redundant sites and develop new procedures for granting project requests
* Review the Intranet Guidelines site, make recommendations and implement changes to improve usability and functionality
* Managing the whole Barclays demand pipeline requirement for Investment, wealth and retail across the globe, gathering multiple requirement and producing BRD and FSP documents
* Understood business needs, performed data and system analysis to formulate necessary business recommendations to streamline the business processes used within Enterprise Collaboration to improve site creation and site request across Barclaycard, investment, wealth and retail banking
* Ensures compliance between business strategies and technology directions
* Introduction of new change management process.
* Involved in requirements gathering across various departments using various methods. Performed interviews with stakeholders including subject matter experts (SMEs), managers and directors. Also, organised and facilitated series of workshops
* Documentation of the business and functional specification document, and also creating the requirement catalogue to help with traceability matrix during UAT
* Analysis of business processes, including recognition of the potential for automation
* Analyses the end-to-end online request form process required to create a top-level intranet site

### Using DMAIC: I was able to define the process, manage it, analyse, improve then put a control to help Enterprise Collaboration team reach its goal

* Also did some interface between the business and IT to resolve conflict and improve services across the business

**Leeds City Council**

### Microsoft SharePoint Consultant

Nov 2011 – Nov 2012

* Working on the architecture, design and implementation of the SharePoint Web and intranet replacement project
* SharePoint BI and metadata implementation
* Setting up SharePoint development, testing and production environments
* Involved in capacity planning for the SharePoint server
* Scripting of SharePoint installation for the environment
* Training the SharePoint support team
* Designing solution for record management
* Configuring SharePoint Load Balancing
* Configuring SharePoint workflow, Web parts and Security/Permissions
* Storage area network (SAN) Technology knowledge
* VMware architecture
* SharePoint Content Deployment
* Configuring  Adobe iFilter
* UAT
* Helping to resolve issues on the intranet environment
* DPM and SCOM implementation to backup and monitor SharePoint servers
* Defining SLA in the environment
* Install and Configure SharePoint (Manually and via powershell)
* Install and Configure Search for SharePoint
* Defining the Operation manual required for the environment
* Help with the testing of the SharePoint environment and creating test scripts
* Supporting SharePoint users (over 15,000) on the intranet and the whole Leeds city/anonymous web site users on the WEB
* SQL Server architecture and design
* Analyse MOSS 2007 Environment in preparation for upgrade to 2010
* Management of change requests for service pack updates and system updates
* Defining SharePoint best practices across the council
* Involved in the performance testing using visual studio
* Writing business specifications to be used by technical architects in development of new environment
* Analyse current business requirements and map to SharePoint server 2010
* Undertake gap analysis and impact analysis
* Liaising with stakeholders to understand issues surrounding the upgrade
* Creating Process Flow Diagrams in Visio to map the business process
* Working closely with developers and a variety of end users to ensure technical compatibility and user satisfaction

**Cognizant/AstraZeneca Macclesfield**

### Microsoft SharePoint Consultant

Nov 2010 – Nov 2011

* Lead a team of SharePoint architect for the migration across UK, Sweden, Singapore and USA
* Involved in complete application development life-cycle, including requirements gathering, analysis and design, coding, testing and deployment
* Setting up SharePoint development, testing and production environments.
* Business analysis, including requirements gathering; mapping user requirements to SharePoint functionalities.
* Supervised the move from the Test environment to Production
* Conduct reviews of supplied specifications
* Change management
* Monitor and report on the progress of SharePoint projects.
* Liaising with external consultant on the SharePoint Project
* Requirement gathering for the Deployment SharePoint BI for AstraZeneca, using Performance Point and Excel Pivot
* Global SharePoint implementation across Sweden, Singapore, United Kingdom and United states.
* Supporting SharePoint users (over 75,000) and attending to tickets logged by users on the BMC remedy system
* SharePoint configuration, administration and part-development
* Troubleshooting SharePoint errors and documenting solution and causes.
* Recovering of Sites and solving day to day issues
* Restoring of Sites from Unattached Database
* Managing of SharePoint Web App and Site Collection
* Setting up of SharePoint Portal, staging and production environments
* Knowledge of ControlPoint for SharePoint Management
* SQL Management and support with Management Studio
* Managing and administering SharePoint 2010
* Knowledge of PowerShell for administrative purpose
* Involved in SharePoint Migration 2007 to 2010
* Power shell Unattended install to improve recovery in case of disaster
* Disaster recovery plan and implementation
* Involved in the Installation, Configuration, Upgrade, Architecture, Site Template Customization, Site Definition Customization, Taxonomy, Metadata, Content Management, Collaboration, Windows Workflow Foundation, Custom Web Parts, Reports, BDC (Business Data Catalogue), Search, InfoPath Forms Server, Master Pages, Content Types, Features, excel Services of the Project SharePoint 2010

**Spannet London**

**SharePoint Specialist**

June 2009 – Sept 2010

* Lead a team of 10 in the development and migration of SharePoint 2007-2010
* Managing and administering SharePoint 2010
* Maintain Project Issue Log
* Responsible for the development of UAT
* Development of training Materials
* Responsible for planning and promotion of User adoption.
* Involved in SharePoint Migration from 2003 to Moss 2007
* Knowledge SharePoint Migration from 2007 to Moss 2010
* SharePoint 2010 administration
* Involved in Designing Moss 2007 architecture/topology
* Performed capacity planning required to create and maintain databases for SharePoint Farm
* Administration and configuration of Moss 2007 server farm
* Designed a system with failover, redundancy and disaster recovery.
* Integrated other applications with SharePoint
* Involved in the Architecture and implementation of Microsoft Office SharePoint Server 2007 for corporate intranet.
* Ensure the integrity and security of SharePoint data in accordance with business needs and industry best-practices regarding privacy, security, and regulatory compliance.
* Responsible for database (SQL 2005/ 2008) configuration and management
* Creating site components for announcements, calendars, content editor web part, discussion boards, picture libraries, wiki sites, blogs, task and issue tracked
* Integration of SharePoint with Biztalk
* Undertaking general SharePoint administrative activities including backups, restores, MOSS security / user access, patching, upgrades, performance tuning, documenting configurations, managing site quotas & file size limits, reviewing usage reports, managing content databases and ensuring the security of sites and sub-sites
* Troubleshooting and resolving SharePoint application issues
* Creating and configuration of SharePoint sites and also comfortable using STSADM script
* MOSS 2007 search configuration
* Produced policy document and maintain administration procedures
* Server Farm Management
* Web part and workflow development
* Creation of intranet and extranet facing sites
* Staff training
* ControlPoint for SharePoint management.
* Good working knowledge of WSS 2.0 / 3.0 and SharePoint Foundation
* Additionally responsible for the provision of general user training for websites, including the use of the content management system

**Soft Technology Ltd**

SharePoint Engineer/Consultant

Oct 08-May 09

* Responsible for Designing SharePoint Solutions and Deploying SharePoint Infrastructure farms, as well as working with other teams in on-going design, development, testing and support of applications.
* Involved in Building and articulate solution architecture for Microsoft Office SharePoint Creating technical prototypes and proofs of concept.
* I provided technical leadership in the area of architecture and design for business solutions.
* Lead Architect for implementation of Microsoft Office SharePoint Server 2007 for corporate intranet.
* Deployment of Custom Web parts, Templates, Site Definitions and BDC integrations.
* Write scripts, batch files and programs to automate systems administration tasks.
* Provide technical guidance for Disaster Recovery, Content Management, Customization, Authentication Perform business analyses in order to map business requirements to best practices for MOSS implementation
* Serve as the organisations consultant on advance projects and tasks.

**Edectell Technology**

**SharePoint Specialist (WSS 3.0, Moss 2007, Designer 2007)**

July 08 – Sept 08

* Involved in the design and administer the architecture of all SharePoint farms, sites, and related resources
* Perform typical SharePoint administrative activities such as back-up, restore, and site creation.
* Re-designing and re-development of Intranet
* Evaluated, Implemented and maintained MOSS security and user access
* Fixing errors and inconsistent pages
* Implemented and Managed four Workflows
* Troubleshooting and resolving SharePoint application issues
* Site customization
* Trained staffs on the benefits and usage of SharePoint

**Sakcto Consulting LTD**

**SharePoint Specialist**

March 08-June 08

* Implemented, configured and customized SharePoint solution using Moss 07 & SharePoint Designer 2007
* Handled Moss 2007 architecture/topology
* Designed a system with failover, redundancy and disaster recovery.
* Created and configured Internet and internal / external facing sites.
* Installed and configured SQL Servers and managed SharePoint Farm
* Configured IIS virtual Web Server, SP user profile and site directory, SMTP mail server and search schedule as well as regional setting and team site quota limit
* Created accounts, managed AD profiles and administered DNS aliases
* Implemented and maintained MOSS security and user access
* Managed Workflow & developed web parts
* Integrated SharePoint with other in-house applications
* Handled the Administration, developing & components/functions of SharePoint
* Re-designed & developed functional intranet.
* Desktop Support
* Managed Projects and assisted the team in creating project plans.
* Worked through the four phases of project life cycle.

**NIIT**

SharePoint Developer/Support

July2005-Nov 2007

* Created Sites, Team Sites and Personal sites in SharePoint
* Configured indexes and searches for the SPS Portal Server
* Perform typical SharePoint administrative activities such as back-up, restore, and site creation
* Administration, maintenance and troubleshooting of issues with WSS/SharePoint Server environment
* Implemented workflow for two departments using SharePoint portal
* Analysis and Design of Intranet system for the company
* Content management
* Documented all processes and procedures
* Collaborated with talented team of developers to re-design a functional site for the company
* Demonstrated good knowledge of IT technologies like groove, HTML, XML, ASP.Net, Javascript, Microsoft SharePoint and FrontPage to design and implement new sites for the company
* Gained knowledge in the game development, software licensing and branding

Delivered working and functional projects to budget and time

Built solid relationships with customers, external companies and my superiors

* Demonstrated the ability to work professionally in a cooperate setting.

**Matrix Ventures**

**Oracle DBA/Windows Admin**

Jan 2000- June 2005

* Administer Oracle databases.
* Managing database instances,
* Monitoring performance,
* Tuning the database and applications
* Performing backup and recovery.
* Provide consulting solutions to various clients in database design, database server configuration, data warehouse implementation, server performance tuning, and application tuning.
* Training staffs
* Windows 2000/2003/2008 Domain Administration
* Active Directory, Group policy, File and Print servers Management
* Support and administration of Windows XP/Vista/Windos7 users
* Remote login for management purpose
* Maintaining and administering the network and performing daily backups
* SharePoint MOSS 2007 Administration/ site creation and Administration
* Managing Exchange, user accounts, permissions and their emails
* Configuration of Laptops and remote users
* VPN configuration for use outside work.
* Installing, configuring, and maintaining network services, equipment and devices.
* Working Knowledge of VMware
* Installing new hardware, systems, and software for networks.
* Supports administration of servers and server clusters.
* Planning and supporting network and computing infrastructure.
* Microsoft networking using TCP/IP, DHCP
* Troubleshooting analysis of servers, workstations and associated systems.
* Manages all system back-up and restore protocol.
* Microsoft Exchange Administration
* Documentation of network problems and resolution for future reference.
* Monitoring of system performance and implementing performance tuning.
* Manage patches and upgrades to servers and workstations

# Other Information

# Education

University of Sunderland, Sunderland (Feb 2008 - May-2009)

MSc in Network Systems (IT)

University of Technology, Nigeria (Sept 2000 - Sept-2005)

BSc. in Computer Science (IT)

**Reference:** Available upon request